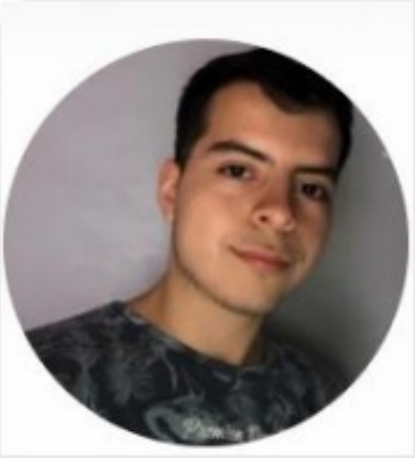


PROFILE

Highly motivated to constantly develop my skills and grow professionally and personally.
I am capable of coming up with every task I have to make head or tail of.

CONTACT INFORMATION

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Buenos Aires, Argentina

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Lautarovallejos8@gmail.com

LAUTARO VALLEJOS

Student

EDUCATION

Bachelor of Social Sciences – Madre Maria Luisa Clarac School
2004 - 2017

University of Buenos Aires (2018-Nowadays)
Sworn Translator – School of Law

University of Buenos Aires (2019-Nowadays)
Lawyer – School of Law

EXPERIENCIA LABORAL

HFA Law Firm - Debt Collection Agent
December 2021 – January 2022
- Out-of-court debt collection.
- Negotiating debts of overdue accounts with penalties

Mercado Libre – Shipping Representative
January 2022 – March 2022
- Quality check of products and packaging.
- Stock control and packaging verification.

Ecolab SRL- Junior Analyst Accounts Payable
August 2022 – Nowadays
- Vendor Support
- Providing of payment status
- Banking Validation

SKILLS

- Advanced Level of English (oral and written)
- Microsoft Office (Word, Excel, Power Point, Outlook, Teams)
- SAP Logon
- Power BI