

Franco Verdino

INTERCULTURALIST

PERSONAL DATA

28.11.1992
Gral. Pacheco, Tigre, Buenos AIres
(+54) 011-6999-2811
francoverdino11@hotmail.com
www.linkedin.com/in/franco-verdino

Profile and Objetives:

Graduated from the double degree in International Cultural and Business Studies at the Universidad del Salvador with the University of Passau in Germany.

The experience of the exchange abroad made me passionate about languages and intercultural communication and relationships to understand the ways behaviour and thinking of other cultures.

Creativity and the continuos search for new tools are my fundamental pillars for conflict resolution.

Committed to daily improvement, I am always excited about new challenges.



December 2019

PROFESSIONAL EXPERIENCE

HOTEL CUSTOMER SERVICE

Passauer Wolf Hotel, Passau, Germany
Oct 2018 - Dec 2019

- Supplier Coordination
- Customer Reception
- Hotel Administration
- Language management (German, English and Spanish)

COMMUNICATIONS COORDINATION

Ministry of Foreign Affairs, International Trade and Worship, Buenos Aires, Argentina
May 2013 - Aug 2018

- Direct contracts and public tenders with external companies.
- Organization of official state events (MERCOSUR Summit 2014/2017, WTO 2017 and G20 2018)
- File and process the documentation entered, on paper or digital media (GDE System).
- Manage the registration and distribution of written communications (documents and / or post)
- Transcribe, reproduce and archive information and documentation according to established regulations and procedures.

ADMINISTRATIVE SALES MANAGER

BuscaloAca, Buenos Aires, Argentina
Mar 2012 - Dec 2012

- Database load
- Sales administration

ADMINISTRATIVE AND ONLINE MARKETING ASSISTANT

MGPropiedades, Buenos Aires, Argentina
Jun 2010 - Jul 2011

- Advanced Office Package Management
- Business Database Management
- Personalized computer attention

EDUCATION

BA INTERNATIONAL CULTURAL AND BUSINESS STUDIES - DOUBLE DEGREE

University of Passau, Alemania (2018-2019)
University del Salvador, Buenos Aires (2013-2017)

HIGH SCHOOL DIPLOMA: HUMANITIES AND SOCIAL SCIENCES

Hölters Schule, Buenos Aires (2010)

LANGUAGES

SPANISH: NATIVE
GERMAN: C2
ENGLISH: B2
PORTUGUESE: C1

TECNOLOGY

Office: Word, Excel, Power Point
Internet and Social Networks
Database
Computer Programming

FURTHER SKILLS

OFFICE: MICROSOFT ACCESS

University of Passau, 2019

SAFETY AND HYGIENE COURSE

Ministry of Foreign Affairs, International Trade and Worship, 2017

ADVANCED OFFICE: WORD, EXCEL, POWER POINT

Universidad Tecnológica Nacional (UTN), 2010

"SPRACHDIPLOM I & II"

Kultusministerkonferenz (KMK), 2007-2011