**Vanessa Alves Gimenez**

Brazilian, Single, 29 years old, Stamp 2

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**Professional Objectives**

Professional motivated with focus on results, management through performance indicators and customer satisfaction. Management of multidisciplinary teams achieving good results in the stipulated period. Great interaction with other cultures and different hierarchical levels.

Professional punctual, with ability to work in a group, good leadership, responsible, helpful customer service, ability to do multi functions. Professionalism, honesty and integrity and willingness to Learn.

**Availability:**

Monday to Thursday after 7pm (I usually leave 5pm on Wednesday)

Friday – between 7am until 9am / after 1pm

Weekend available

PS: I can request my school holidays anytime if I will need to work between at 9:30am until 2pm.

**Academic Education**

**English Course**

2016 – Active Language Learning – B1 – Intermediate Level – 9:30am to 14pm (Monday to Friday)

**MBA in Integrated Management in Quality & Health, Safety and Environment (QHSE)**

2012 - FUNCEFET / UCP (Universidade Católica de Petrópolis) / Rio de Janeiro - Brazil

**Chemical Engineering**

08/2008 - 08/2014 - UNESA / Rio de Janeiro - Brazil

**Management for the oil and gas industry**

01/2006 - 08/2008 - UNESA / Rio de Janeiro - Brazil

**Professional Experience**

**Position: Childminder**

Period: 09/2016 - Actual

Resume: I took care a 4 years old girl in Loughlinstwon. After I took care a 10 months baby boy in Cabinteely and did light housekeeping. I currently work 2 days a week like Childminder with a family that has 2 children (11 years old boy and 7 years old girl) on Wednesday and Thursday. And with other family that has 2 children (9 years old girl and 5 years old boy) on Monday and Tuesday in the afternoon and on Wednesday and Thursday in the morning. Both in Sandycove. I also drop a girl off in the school on Monday and Tuesday in the morning near Dalkey.

I love to play with kids, go out, listen music, read books. I'm responsible, tidy, dynamic, punctual, kind, organized and proactive person. My family is big and I have many cousins and theirs children are like my nephews and nieces.

**Company: CSS Faciliclean Ltd**

**Position: Cleaner**

Period: 01/2017 – Actual

Resume: I work cleaning an office (EBS) at 9:30am until 11:30am on Thursdays in Dun Laoghaire. Highly skilled in cleaning and emptying waste containers, and eliminating debris from the premises to designated area. Thorough understanding of using different tools and chemicals use in cleaning process. Competent at vacuuming rugs and carpeted areas. Ability to wash and clean all places as requested. Dedicated and careful; high level of accuracy and attention to detail.

**Company: Halliburton Services Ltda**

(Certificated by ISO 9001, ISO 14001, OHSAS 18001 e API Q2)

PSL Baroid – (Drilling Fluids & Surface Solutions)

**Position: Chemical Laboratory Technician**

Period: 02/2016 – 05/2016

Resume: Performing tests on water base and base fluid drilling fluids and completion fluids.

**Position: Technical Planner II**

Period: 05/2012 – 02/2016

Resume: Management of trainings, skills, ASO and registrations in contracts with Petrobras (through Sispat), Statoil and Vale Fertilizantes. Control internal and external training. Monthly reports. Accompaniment in the process of admission and development of employees. Monthly audits, certification and recertification audits.

**Company: Elfe Service Solutions**

(Certificated by ISO 9001, ISO 14001, OHSAS 18001 e API Q2)

**Position: Q & HSE Assistant (Quality & Health, Safety and Environment)**

Period: 06/2011 – 05/2012

Resume: Monitoring of Integrated Management System and Maintenance of certifications ISO 9001, ISO 14001 e OHSAS 18001.

**Position: Q & HSE Internship (Quality & Health, Safety and Environment)**

Period: 09/2009 – 06/2011

Resume: Monitoring of Integrated Management System and Maintenance of certifications ISO 9001, ISO 14001 e OHSAS 18001.

**Company: Cabo Frio Central Bakery**

**Position: Waitress / Customer Service**

Period: 2007 – 2008 – Cabo Frio - RJ

Resume: Customer service, organization and cleaning of areas.

**Company: Photo Marilice**

**Position: Cashier**

Period: 2005 – 2006 – Nova Iguaçu - RJ

Resume: Based on a busy Photography shop, providing the friendly and helpful service, serving customers. Supporting warehouse staff with deliveries. Cleaning supervisor in all areas.

**Qualifications**

Presentation Skills Workshop (Solange Zampier – 03/2013)

Excel Advanced (Evolutiontech – 09/2012)

Waste management (HGB – 03/2012)

Internal Auditor of the Integrated Management System (Interaction Plexus – 09/2011)

Technical English for Oil and Gas (UNESA - 01/2008)

Microsoft Office (Word, Excel, PowerPoint, Outlook, Internet)