



Europass Curriculum Vitae



Personal information

Surname(s) / First name(s) **SALGADO MARTÍN, SILVIA**
 Address(es) 32 Reading rd, Birmingham, B26 3QJ, United Kingdom
 Telephone(s) 0044-1189 12 34 56 Mobile 004475696328
 E-mail hobbies@kotmail.com
 Nationality SPANISH
 Date of birth 12/06/1985
 Gender Female
 Identity card/ Passport number 72569302F

Vocational training

- Title of Vocational Education Degree.
 - Technical skills and competences *[List of main specific tasks and skills you have acquired and practiced].*
- Which practical tasks do you like?
 - Type of companies in which you can practice these tasks?
 - Desired employment / Occupational field

COMMERCIAL MANAGEMENT AND MARKETING

Work in a team to obtain, process and organize information on Commercial Research. Prepare basic information for marketing policies and control advertising actions. Manage the commercial logistics process. Plan and direct "merchandising" actions in the commercial establishment. Manage buying and selling operations of products or services. I like everything related to commercial activities such as commercial meetings and negotiations, development of marketing strategies, product promotions, managing customers' accounts, etc. According to my personal qualifications and professional profile, I could practice these tasks in commercial departments of any industrial company, in commercial agencies or consultancies, big supermarkets, etc,... Sales and Marketing assistant

Work experience

- Dates (from – to) August 2005 to November 2005
- Name of company Equipamientos Industriales, LERANSA
- Type of business or sector Manufacturing and commercialization of cleaning machinery
- Occupation or position held Marketing / Export agent
 - Main activities and responsibilities Commercial assistant for the South African, Greek, Hungarian and U.S.A markets, Coordination and arrangement of international fairs and expositions, Commercial representative in foreign expositions and meetings Design of commercial catalogues and brochures, company's website updating.
- Dates (from – to) June 2006 to December 2006
- Name of company DUFRISA
- Type of business or sector Food Industry – Ice-cream manufacture
- Occupation or position held Sales assistant
 - Main activities and responsibilities Control and manage sales. Promotion of products

Education and training

- Dates (from – to)
- Name of organization providing education and training
- Title of qualification awarded
- Dates (from – to)
- Name of organization providing education and training
- Title of qualification awarded
- Dates (from – to)
- Name of organization providing education and training
- Title of qualification awarded

September 2004 to June 2006

CENTRO INTEGRADO PROFESIONAL TOMÁS CABALLERO

VOCATIONAL TRAINING IN COMMERCIAL MANAGEMENT AND MARKETING

September 2002 to June 2004

IES JORGE MANRIQUE

A- levels

September 1998 to June 2002

IES JORGE MANRIQUE

Secondary Education

Personal skills and competences

Language skills

Mother tongues

Other language(s)

Self-assessment

European level ()*

English

Italian

SPANISH

| Understanding | | | | Speaking | | | | Writing | |
|---------------|------------------|---------|------------------|--------------------|------------------|-------------------|------------------|---------|------------------|
| Listening | | Reading | | Spoken interaction | | Spoken production | | | |
| B1 | Independent User | B2 | Independent User | B1 | Independent User | B2 | Independent User | B2 | Independent User |
| A1 | Basic User | A2 | Basic User | A1 | Basic User | A1 | Basic User | A1 | Basic User |

() Common European Framework of Reference for Languages. See instructions.*

Social skills and competences

Living and working with other people, in multicultural environments, in positions where communication is important and situations where teamwork is essential (for example culture and sports), etc.

- Team work: I have worked in various types of teams from research teams to national league hockey. For 2 years I coached my university hockey team;
- Intercultural skills: I am experienced at working in a European dimension such as being a reporter at the CoE Budapest 'youth against violence seminar' and working with refugees.

Computer skills and competences

Good knowledge of the Microsoft Windows environment
Microsoft programmes: Word, Excel and PowerPoint. Internet, e-mail, etc.
Advanced level in specific programs such as Adobe Photoshop and TG Professional

Artistic skills and competences

I play the piano and the flute

Other skills and competences

I manage the WEB page of a theatre group.

Driving licence

Yes

Additional information

Currently taking 3rd course of English in the Official School of Languages.