

ANTONELLA SEGOVIA

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Local Address
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Permanent Address
Junin 36-94 & Av. Roosevelt
Latacunga, EC 050101

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Highly motivated business administration and architecture student ready to get involved in a real-world work experience as an intern. Offers strong adaptability and agility skills, and is always prompt to contribute to team success through communication and hard work.

EDUCATION

UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN GPA: 3.8/4.0

Bachelor of Architecture
Bachelor of Business Administration

- Study Abroad Program Academic Year 2021-2022

UNIVERSIDAD SAN FRANCISCO DE QUITO GPA: 3.7/4.0

Bachelor of Architecture May 2024
Bachelor of Business Administration May 2023

LEADERSHIP AND ORGANIZATIONS

ROTARY INTERNATIONAL
Club Member - Rotaract Latacunga, EC
Jan 2021 - Present

- Coordinate fundraising social events to finance projects
- Responsible for seeking project opportunities to enhance development of local communities
- Develop plans and schedules for the club's annual projects

LANGUAGES

- Spanish Native
- English Fluid
- Italian Basic

EXPERIENCE

DISGASCOTOPAXI CIA. LTDA
Administrative Office Assistant Latacunga, EC
Dec 2018 - Jan 2019

- Maintain supplies inventory by checking and coordinating stock orders
- Organize and schedule appointments and meetings
- Assist in the preparation of bill reports
- Customer service
- Supervise the work and attendance of staff

TOVAR EXPEDITIONS
Sales Associate Internship Latacunga, EC
Jun 2017 - Aug 2017

- Operate and manage cash registers, financial transactions and balancing drawers
- Customer service and satisfaction
- Coordinate trips with tourists and guides
- Increase agency sales by 10% through marketing strategies and promotions

AWARDS

- Certificate of Academic Excellence USFQ Business Undergraduate School 2020
- Winner of the Shadow Program 2019 - Business Honor Society USFQ

SKILLS

Microsoft Office Word	● ● ● ● ●
Microsoft Office Excel	● ● ● ● ●
Microsoft Office PowerPoint	● ● ● ● ●
AutoCAD	● ● ● ● ●
SketchUp	● ● ● ● ●
Revit	● ● ● ● ●
Adobe Illustrator	● ● ● ● ●
Adobe Photoshop	● ● ● ● ●

INTERESTS

Art, oil and watercolor painting, foreign languages, finances, sustainable projects, volunteering