Noelia Andrea Assef

PERSONAL INFORMATION

Age: 29

Marital status: Single (no children)

Date of birth: 1/19/1992

Place of birth: General Conesa, Rio Negro. (Argentina)

DNI: 36.390.658

CONTACT INFORMATION

Address: Los Aromos 216 (ZIP Code: 8180)

Location: Puan, Buenos Aires. (Argentina)

Phone: +54 (02920) 15511430

Email: noelia.assef@gmail.com

ACADEMIC TRAINING

UNIVERSITY STUDIES

Superior Technician in Systems Analysis
Period: 2014 – 2017
Complete studies
Juan XXIII Higher Institute
Bahía Blanca (Buenos Aires)

Computer Systems Engineering
Period: 2010 – 2013
Years of career completed: 1st and 2nd
National University of the South
Bahía Blanca (Buenos Aires)

SECONDARY STUDIES

Bachelor with Orientation in Information Technology
Period: 2005 – 2009
Middle Education Center N° 53
General Conesa (Río Negro)

LANGUAGES

SPANISH

Native

ENGLISH

International Certification: First Certificate - Grade: A
Period 2010 – 2014
Cambridge Institute - Bahía Blanca (Buenos Aires)
Period: 2005 – 2009
Windsor Institute - Bahía Blanca (Buenos Aires)

COURSES AND SEMINARS

MVC .NET – Theoretical and Practical Course
Period: April – May 2017
Hexacta S.A. – Bahía Blanca (Buenos Aires)

PERFORMANCE TESTING USING LOAD RUNNER
Period: March 2014
Speaker: André Nascimento
Hewlett Packard for CapacitaciónIT – Cordoba

ANDROID
Period: August 2013
Speaker: Max Cikoski
Hewlett Packard for CapacitaciónIT - Cordoba

INFORMATIC SECURITY
Period: September - October 2012
Speaker: Diego Barrientos
National University of the South – Bahía Blanca (Buenos Aires)

SECURITY OF WEB APPLICATIONS – CODE ANALYSIS
Period: October 2012
Speaker: André Silva
Hewlett Packard for CapacitaciónIT - Cordoba

PROFFESIONAL PRACTICE

Analysis, development and implementation of a General Accounting and Billing System.
Final work of the Professional practice course for the Superior Technician in Systems Analysis career.
Juan XXIII Higher Institute
Bahía Blanca (Buenos Aires)

Website development and implementation
www.SitiosSalesianos.org
Work carried out within the framework of the Extension and Collaboration between the Salesian Historical Archive and the Juan XXIII Higher Institute.
Juan XXIII Higher Institute
Bahía Blanca (Buenos Aires)

WORK EXPERIENCE

Solsoft Computer Solutions
Period: September – December 2017
Bahía Blanca, Buenos Aires
Tasks responsible for:
- Technical support: attention to users solving technical consultations by phone and by mail.
- Development of help pages for users of the Solinte System (www.solinte.net/websolwiki).
- Development in PHP, Javascript, MySql.

Tecfield
Period: April 2018 – July 2018
City of Neuquén, Neuquén
Tasks responsible for:
- Engineering services: PLC programming.
- Development and maintenance of software for the control of company stock.

School of Technical Secondary Education N° 1
Period: October 2018 – March 2021
Puan, Buenos Aires
Position: Person in charge of Technical Support
Tasks responsable for:
- Development and maintenance of the website of the institution.
- Development and maintenance of the online charging system students' grades.
- Administration and maintenance of the technologies available for the use of students, teachers and administrators: netbooks, touchscreens, televisions, printers, etc.

Linguistix Tank
Period: October 2019 – January 2020
Transcriber
Tasks responsible for:
- Transcription services in Spanish.

Linguistix Tank
Period: January 2020 - August 2020
Reviewer
Tasks responsible for:
- Transcripts reviewing services in Spanish.

Headway
Translator
Tasks responsible for:

- Books translation services from English into Spanish.

Edgar Carreon YouTube Channel
Period: December 2020 - Present
Translator and Transcriber
Tasks responsible for:

- Online articles translation services from English into Spanish and vice-versa.
- Youtube videos transcription in Spanish.
- Youtube videos transcription in English.

BrandLyft Marketing
Period: March 2021 – June 2021
Proofreader
Tasks responsible for:

- Proofreading services for Spanish content in websites, social media posts, online articles.

Interpret, LLC
Period: April 2021 – June 2021
Translator
Tasks responsible for:

- Translating from Enlish into Spanish documents such as surveys, discussion guides, etc.

Impact Services International Ltd
Period: April 2021 – Present
Proofreader / Editor
Tasks responsible for:

- Proofreading and editing translated technical/engineering content from English into Spanish.

Linguistica International
Period: May 2021 – Present
Translator
Tasks responsible for:

- Translating technical content from English into Spanish.