

## PERSONAL INFORMATION



## Susana Vanessa Gonçalves

 Rua Abade Loureira nº9 1ºC, 4700-356 Braga (Portugal)

 915204968

 [subrg00@gmail.com](mailto:subrg00@gmail.com)

Sex Female | Date of birth 12/10/1988 | Nationality Portuguesa

## WORK EXPERIENCE

01/10/2006 - 08/04/2008

**Trainee Administration**

Hospital de São Marcos  
S.Lázaro Braga (Portugal)

Customer service, phone service, medical reports and enter new users into the database

Business or sector Hospital-Health

21/04/2009 - 20/06/2009

**Military**

Quarter Serra do Pilar  
Serra do pilar Vila Nova de Gaia (Portugal)

Recruit

Business or sector Armed Forces

01/09/2009 - 30/04/2010

**Administrative and Vigilante Children**

Externato Paulo VI  
S.Lázaro Braga (Portugal)

Receive payment from students, sell passwords for lunch, make photocopies and keep the kids at halftime and when they needed to go to hospital.

Business or sector Private Education

11/06/2012 - 27/07/2012

**Pharmacy assistant**

Pharmacy Roma  
Rua dos chãos nº 111 PT-4710-230 Braga (Portugal)

Public service, sale of drugs, goods receipt and stock replenishment.

Business or sector pharmaceutical

## EDUCATION AND TRAINING

01/09/2005 - 08/05/2008

**Technical Administrative**

EQF level 3

GTI, Braga (Portugal)

Labour Law, Law, English and Portuguese Commercial and Administrative, English, Calculus Commercial, Human Resources and Replacement and stock management.

07/10/2011 - 21/04/2012

**Technical Assistant Pharmacy**

EQF level 4

Atlas - cooperativa cultural, CRL, Braga (Portugal)

Cell Biology, Molecular and Genetics - 13 values  
 Quality in Healthcare - 19 values  
 Pathologies - 19 values  
 Applied Pharmacology - 18 values  
 Pharmaceutical Technology - 18 values  
 Deontological Ethics and the Professional Activities - 16 values  
 The values are 0-20

PERSONAL SKILLS

---

Mother tongue(s) Portuguese

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C1	C1	C1	C1	C1
Espanhol	C1	C1	C1	C1	B2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user  
[Common European Framework of Reference for Languages](#)

Computer skills Word, Excel, Power point and Internet.

ADDITIONAL INFORMATION

---