

PERSONAL INFORMATION

Manuel Augusto Pereira De Almeida

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EDUCATION AND TRAINING

03/01/2011–19/07/2012

Master in Economics - Specialization in Financial Economics

EQF level 7

Faculdade de Economia da Universidade de Coimbra, Coimbra (Portugal)

- Economics of Institutions and Financial Systems
- Financial Economics and Risk
- Labour Economics
- History of European Construction
- History of Economic Thought
- Strategic Marketing

06/10/2004–06/01/2011

Bachelor Degree in Economics

EQF level 6

Faculdade de Economia da Universidade de Coimbra, Coimbra (Portugal)

- Banking Economics
- International Economics
- International Finance
- Industrial Economics
- Public Economics

WORK EXPERIENCE

06/03/2017–21/04/2017

Hand packer

Nova Ertek - ETT, Setubal (Portugal)

- Packaging (temporary job) in wine company

07/01/2013–24/02/2017

Teacher of mathematics (Private Lessons)

05/01/1999–27/08/2004

Bricklayer / stonemason

Arménio de Jesus Almeida, Valeirinha Mira (Portugal)

- Refurbishment, brick-laying and painting
- Organization of time and work

09/03/1998–30/12/1998

Estate agent

Vila Lusa Sociedade de Mediação Imobiliária S.A., Aveiro (Portugal)

- Market real estate on behalf of clients
- Analyse market and advise customers in their purchase
- Assist clients in administrative and loan procedures

06/10/1997–06/02/1998

Military soldier

Exército Português, Tancos (Portugal)

- Specialist in nuclear, chemical and biological defence
- Post of guard and surveillance
- Assist local populations during floods

PERSONAL SKILLS

Mother tongue(s) Portuguese, French

Other language(s)

| | UNDERSTANDING | | SPEAKING | | WRITING |
|---------|---------------|---------|--------------------|-------------------|---------|
| | Listening | Reading | Spoken interaction | Spoken production | |
| English | C2 | C2 | C2 | C2 | C2 |

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills - Good communication and coordination skills gained in real estate

Organisational / managerial skills

- Coordination skills gained in construction
- Rigorous, organized and interested in corporate organizational
- Establish priorities in my work and my learning process
- Good drafting and synthesis skills gained as student at university
- Strong team spirit
- Assertive

Job-related skills

- Good supervising work to end up with corporate objective
- Good mentoring skills as team manager in construction to train and induct new members staff
- Easily adapt to different sociocultural contexts

Digital skills

| SELF-ASSESSMENT | | | | |
|------------------------|-----------------|------------------|-----------------|------------------|
| Information processing | Communication | Content creation | Safety | Problem solving |
| Proficient user | Proficient user | Proficient user | Proficient user | Independent user |

Digital skills - Self-assessment grid

- Good command of Office suite (Word, Excel, PowerPoint, OneNote, Access)
- Good command of econometric analysis (Gretl)
- Good command of statistical computing and graphics (R Studio)