

## PERSONAL INFORMATION



## Nuno Alexandre Pinheiro de Almeida

📍 Urb. Quinta São João, Rua São Bartolomeu, nº4 - 3º esq., 2600-611 Castanheira do Ribatejo (Portugal)

☎ +351 918094444 📠 +351 918094444

✉ [design.almeida@gmail.com](mailto:design.almeida@gmail.com)

Sex Male | Birthday 16 de June 1975 | Nationality Portuguese

## DESIRED JOB

Seeking work in the most varied areas.

## PROFESSIONAL EXPERIENCE

April 1, 1993 - December 15, 1995

**Manufacturing worker**

Vanleer , Póvoa de Santa Iria (Portugal)

Company where I gained experience in manufacturing lines, working with electric pallet truck, forklift (inexperienced), quality control and packaging. Quality control in the oven painting, working with hydraulic presses to mold plate.

January 1, 1995 - June 30, 1997

**Designer graphic / layout artist**

Constancia Editores , Alfragide (Portugal)

Lay, browsing and finalize the pages of textbooks.

July 1, 1997 - July 30, 2007

**Coordinator of Art**

Edimpresa , Oeiras (Portugal)

Coordinating a team of designer, browsing, creating infographics, create advertising and marketing proposals.

September 1, 2009 – February 28, 2011

**Commercial**

CNX , Santarem (Portugal)

Sales of digital printing equipment from Xerox brand.

March 1, 2011 - April 30, 2012

**Manufacturing worker**

Saint Gobain , Santa Iria de Azóia (Portugal)

Company gained experience in operations where the production lines of high and low speed handling, maintenance and preparation of glassmaking furnace, laminating, tempering, pallet wrapping with electrical, logistics preparation for the following shifts, quality control. Working with furnaces and laminated tempered glass, laminating glass heated.

Since January 1, 1997

**Freelancer - Helper photography**

Photograph, image processing, preparing scenarios.

Since January 1, 2005

**Freelancer in catering and housekeeping rooms**

Helper room service, catering, cleaning the rooms, service, customer service.

January 1, 2010 - Present

## Passage of electric cables and network

, Lisboa (Portugal)

Passage of network cables, certifies them, binding covers, passage of electrical cables.

### EDUCATION AND TRAINING

August 1, 1993 - July 30, 1995

## Graphic Arts Technical Training

12º incompleto

Escola Profissional Bento de Jesus Caraça, Lisboa (Portugal)

Typesetting, photography, drawing, english, graphic design, graphical assembly.

### PERSONAL SKILLS

#### Other languages

	UNDERSTANDING		TALK		WRITE
	Listening	Reading	Spoken interaction	Oral production	
Inglês	B1	B1	B1	B1	B1

Levels: A1/2 Basic user - B1/2 Independent user - C1/2 - Power user  
Common European Framework of Reference for Languages

#### Communication skills

- Strong team spirit - Ease of learning - I like the quality - Good communication skills gained at Xerox

#### Organizational skills

- Leadership Skills - Sense Organizing - Ability to project management - critical spirit for myself - Strong desire to develop projects

#### Technical skills

- Quality control - Restructuring Project - Quick work

#### Computer skills

Total dominance in the following programs: Word, Excel, PowerPoint, Access, Photoshop, Quark X Press, Indesign, Illustrator

#### Driving Licence

A1, A, B