



# Elena Bargallo

## PERSONAL AND PROFESSIONAL SKILLS

*I am a hard-working person and used to working under pressure, wich taught me to adapt to new situations. I am currently working in a accountant.*

### COMPUTER SKILLS



### SKILLS

- ✓ Problem resolution
- ✓ Proactivity
- ✓ Responsibility
- ✓ Organization
- ✓ Versatility

🏠 08830, Sant Boi de Llobregat, Barcelona

✉ elenabargallo15@gmail.com

📞 633-087-422

👤 20 years old

### WORK EXPERIENCE

#### P&B Uniformes y Publicidad

2021- Currently

- Manage and administer the treasury
- Account management
- Control of commercial activities
- Customer service

#### Premium Profile Glass

2018-2019

- Manage and administer the treasury
- Account management
- Control of commercial activities
- Customer service

### FORMACIÓ EDUCATIVA

#### Higer technician in administration and finances

2020 - 2022 - Barcelona  
Centre d'Estudis Politècnics

#### Medium Degree in administration and bussines

2018 - 2020 - Barcelona  
Centre d'Estudis Politècnics

**Catalan**

**Spanish**

**English**