

PERSONAL INFORMATION

Tania Tessitore



📍 Via Giuseppe di Vittorio 13 Montaione (FI), Italy
☎ +39 0571 698467 📠 +393409681020
✉ tania.tessitore.tt@gmail.com
💬 WhatsApp +39 3409681020

Sex| Date of birth| Nationality
F| 09 June 1998| Italian

Accountant

JOB APPLIED FOR

WORK EXPERIENCE

February 2016

Secretary

“Studio Commerciale Ciulli” ,Via Bruno Buozzi, 7, Montaione 50050 (Italy)

June 2016

Accountant

The Town Hall , Piazza Municipio, 1, Montaione 50050 (Italy)

EDUCATION AND TRAINING

2009-2012

Junior High School Diploma

Istituto Comprensivo Statale “G.GONNELLI”, via G. Pascoli, 2 50050 Montaione (FI)

2012-2017

High School Diploma

I.T. “CATTANEO”, via Catena, 3 56028 San Miniato (PI)

- I attend the fifth and final year of I.T. “Cattaneo” and I attend the Administration, Finance and Marketing course.
- I study the following subjects:
 - Economics
 - Law
 - English
 - German
 - Italian
 - History
 - Maths
 - Political Economics
 - P.E.

PERSONAL SKILLS

tongue

Mother Italian

Other languages

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	B1
German	B1	B1	B1	B1	B1
Spanish	A1	A1	A1	A1	

Communication skills

I have good communication skills thanks to the school projects I participated in..

Organisational / managerial skills

I have excellent organisational skills.

Computer skills

I can use all Microsoft Office Applications (Power Point, Word, Excel and Publisher). I got ECDL in 2016.

Other skills

I am good at dealing with people and customers, working as a team member as well as independently.

Driving Licence

B

Publications

Brochures:

- ◆ "Impresa in Azione" (2016)

Presentations

Power Point Presentations and Videos:

- ◆ "EXPO 2015" (2015)
- ◆ "Impresa in Azione" (2016)

Projects

- ◆ "English Course", Ipswich (UK) (2015)
- ◆ "Expo 2015", Milan (2015-2016)
- ◆ "Impresa in Azione", Florence (2015-2016)
- ◆ Hard Rock Café- Marketing, Florence (2016)
- ◆ "Happy Days", Erasmus theatre, Florence (2016)

Conferences ◆ Conference- Fondazione Cassa di Risparmio di San Miniato (2015)
◆ Conference- CARISMI -Cassa di Risparmio di San Miniato (2016)

References Mr Alessandro Frosini
Principal
"Cattaneo"
via Catena, 3 56028
Miniato (PI)

Mrs Maria Beatrice Bianucci
English Teacher
I.T. "Cattaneo"
via Catena, 356028
San Miniato (PI)

ADDITIONAL
INFORMATION

Annexes Copies of my diplomas