

# Curriculum vitae

## PERSONAL INFORMATION



## Stelvio Fernandes Paulo

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## STUDIES APPLIED FOR

## Electrical Engineering and Computers

## WORK EXPERIENCE

15/06/2009–14/03/2011

### Technician on Environmental Conditions, Quality and Safety

VENAFIL - Cleanings, Gardening and Building Works, Viana do Castelo (Portugal)

Department Manager on Environment, Quality and Safety.

Certification's Concession on the ISO 9001, ISO 14001, OHSAS 18001 Norms and 1<sup>a</sup> Monitoring Audition.

18/05/2012–17/09/2014

### Factory Worker on Quality Control

Tintex - Tinturaria Têxtil Cerveira, S.A (Textile Dyeing), Viana do Castelo (Portugal)

Accurate and to assay the good condition of textile articles such as thickness, color, hue, dye and other parameters, reporting directly to the Quality Control Manager.

25/09/2014–13/07/2015

### Factory Worker on Steering Wheel Injection Mold

TRW - Automotive, Viana do Castelo (Portugal)

Steering Wheel Injection. Automobile Industry. Produces a range of products and services complementing its focus on safety.

06/06/2016–15/03/2017

### Administrative worker

SARRELIBER - Transformação de Plásticos e Metais, S.A, Viana do Castelo (Portugal)

Administrative assistant on the implementation and Certification's Concession of the NORM ISO 50001:2011 - Energy Management Systems. Development and follow-up of energetic evaluation of the plant, establish reference consumption and assay improvements.

## EDUCATION AND TRAINING

15/09/2004–15/12/2008

### Electrical Engineer - Branch - Energy

EQF level 4

Instituto Politécnico de Tomar (Technology High School of Tomar), Tomar (Portugal)

- Quality and Energy Managing
- Electric Installations Legislation and Conception
- Energy Distribution and Micro Generation
- Electronics
- Power Electronics
- Measurements Instrumentation
- Electromagnetism
- Electrical Machines
- Systems and Signals
- Digital Systems
- Controlling

- Database
- Objects Related Programming
- Planning and Project Managing
- Domotics

## PERSONAL SKILLS

Mother tongue(s) Portuguese

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
Spanish	A2	A2	A2	A2	A2
English	C1	C1	B1	B1	B2

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 skills, either social or professional.

Organisational / managerial skills - Capability of coordination and interaction, acquired professionally and academically.

Job-related skills - Liable, assiduous, search capabilities and collective resolution.

Digital skills

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

Digital skills - Self-assessment grid

- Microsoft Office - Word, Excel, Power Point, Vba applications EXCEL(self - learning);
- Operating Systems (Windows 95, 98, 2000, XP, Vista).
- Programming Language - C/C++, SQL, VBA and HTML(self - learning);
- Mathematics Modulation and Simulation - MathWorks MatLab, Simulink, Maple;
- Electronics Simulation - Cadence PSpice, Microwind, DSCH(Microtechnology).

Driving licence A1, B1, B