



12/06/2001

Contact



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Calle de San Francisco, 6
Sant Mateu (Castellón)

More information

- Good command of the office package and administrative management programs.
- Intermediate command of the program Sage Contaplus, Gesco y A3Con.
- Total availability

JUDIT COLOMA

Technician in Administration and Finance

Work History

Administrative Assistant

Brosa Abogados y Economistas, S.L.P | Barcelona

April of 2022 - Actually

July of 2020 - August of 2020

Internship as an Business Administration and finances

Brosa Abogados y Economistas, S.L.P | Barcelona

Setember of 2021 - April of 2022

Delicatessen

Bonpreu, S.A | Masnou (Barcelona)

March of 2021 - August del 2021

Internship as an Administrative Assistant

Brosa Abogados y Economistas, S.L.P | Barcelona

June of 2019 - November of 2019

Laborer

Estyca, S.I | Sant Mateu (Castellón)

July of 2018 - August of 2018

Qualifications

Centre d'Estudis Politècnics, Barcelona

Higher Technician is Business Administration and finances

Setember of 2020 - June of 2022

Centre d'Estudis Politècnics, Barcelona

Higher Technician in Administrative Management

Setember of 2018 - June of 2020

Escola Josep Tous, Barcelona

Secondary School

Setember of 2013 - June of 2017

Skills

- Sense of responsibility.
- Ability to work in a team
- Ability to update knowledge.
- Initiative.
- Adaptability.

Languages

Spanish

Native.

Valencian

Native.

Catalan

Level reached in the years of schooling.

English

Basic.