

Mara SIMONI

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Email: mara_simoni@yahoo.it
Date of birth: 31st May 1972
Nationality: Spanish/Swiss

PROFILE

Enthusiastic, responsible and very good organizational skills. Able to work independently using initiative.
Ability in learning fast

PROFESSIONAL EXPERIENCE

September 2021 – March 2022	Team Leader Protocol – Swiss Pavilion – Expo Dubai 2020
September 2007 – May 2021	Ambassador's Secretary – Embassy of Spain - Abuja (Nigeria)
February 2005 – August 2007	General Secretary – Embassy of France – Abuja (Nigeria)
January 1997 – December 2004	Assistant at the Swiss National Television – Comano (Switzerland)
December 1995 – December 1997	Sales Assistant – Pharmaceutical Company – Bioggio (Switzerland)
December 1992 – December 1995	Sales Assistant – Textile Company – Mendrisio (Switzerland)

EDUCATION

1978 - 1987	First and Secondary School – Lamone/Mendrisio (Switzerland)
1987 - 1990	Languages and Commerce School - Locarno (Switzerland)

LANGUAGES

Italian	Mother tongue
Spanish	Mother tongue
English	Excellent command of spoken and written
French	Excellent command of spoken and written
German	Excellent command of spoken and written
Catalan	Excellent command of spoken
Portuguese	Knowledges of spoken

DIPLOMAS

Languages and commerce	Villa Erica School - Locarno (Switzerland)
First Certificate in English	University of Cambridge
Zertifikat Deutsch als Fremdsprache	Goethe Institut

INTERESTS

Reading, Sports, Travel, Art, Culture

COMPUTER SKILLS

Very good knowledge of Microsoft Office (Word, Excel, Power Point), Adobe Reader Outlook

REFERENCES

Mr. Manuel Salchli, Commissioner General of the Swiss Pavilion, Expo Dubai 2020.

Manuel.Salchli@eda.admin.ch

Mr. Marcelino Cabanas, Ambassador of Spain, Abuja, Nigeria.

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Mr. Alfonso Barnuevo, Ambassador of Spain, Abuja, Nigeria.

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Mr. Angel Losada, Ambassador of Spain, Abuja, Nigeria.

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