

# Scuola di alta formazione in transizioni occupazionali e relazioni di lavoro

www.adapt.it - formazione@adapt.it

## Curriculum vitae of

# **Annamaria Guerra**

# **Areas of Expertise**

PEDAGOGY
TRAINING AND DEVELOPMENT OF SKILLS
COACHING

#### **Education**

- 2020 Master's Degree in Education, Bergamo 106/110. Thesis on "Synergy between coaching, training and education in italian's business realities"
- 2018 Bachelor's Degree in Education, Bergamo 101/110.

### **Work Experience**

- April 2021 member of "Scuola dei talenti" of ADAPT
- November 2020 Costumer Service Assistent and Shop Assistent at Decathlon Italia
- April October 2020 Warehouse Operative at Decathlon Italia
- July 2013 April 2020 Shop Assistent and Local training and development leader at Decathlon Italia

#### **Professional Skills**

Drafting of reports and data analysis (both in the commercial area and in the research area).

Knowledge of business processes in the field of trade, logistics and post-sales management.

Design and follow-up of commercial policies and research projects.

Knowledge of the management of apprenticeship contracts and of the methods of integrating apprentices and following their training.

### Language Skills

Good knowledge of written and spoken English. Good knowledge of written and spoken French.

Basic knowledge of Spanish.





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#### **IT Skills**

Good knowledge of the Office Package. Good knowledge of social networks (Facebook, IG, G +, Linkedin). Knowledge of graphics programs (Canva and Corel Draw). Creation and management of a website.

# **Personal and Social Skills**

Determined, curious and with a great desire to learn and get involved. Open to discussion, teamwork and to enhance the contribution of others. Mastery of non-violent empathic communication and leadership skills. Good ability to read contexts and flexible in problem solving.

# **Non-professional Interests**

Sport (karate, yoga, body building), blog management, volunteering (in the field of mental illness), reading, travel, participation in cultural events (art exhibitions, theater performances).

the ADAPT state of mind