



Rosa Maria Closas Foixench



I.- PERSONAL DATA

SURNAME: **CLOSAS FOIXENCH**

NAME: **ROSA MARIA**

BIRTH DATE: **30/07/1961**

BIRTH PLACE: **BARCELONA**

CITY: **BARCELONA**

EMAIL: rosaclosasf@gmail.com

II. TRAINING

STUDIES	CENTER	DATE
Secondary School Graduate	I.E.S. POBLE NOU	1975
F.P. 1	I.E.S. POBLE NOU	1978



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III.1 – PROFESSIONAL ACTIVITY

FROM: **AUGUST 2007- NOW**

ACTIVITY: **ADMINISTRATIVE DIRECTOR IN A Asociación D.A.E**

COMPANY: **ASSOCIACIÓ D.A.E.**

ACTIVITY: **Office Assistant**

COMPANY: **C.I.R.E.**

FROM: **FEBRUARY 2003**

TO: **JULY 2007**

ACTIVITY : **Office Assistant**

COMPANY: **JUSTICE DEPARTAMENT GENERALITAT DE CATALONIA**

FROM: **AUGUST 2007**

TO: **NOVEMBER 2008**

ACTIVITY : **Office Assistant**

COMPANY: **JUSTICE DEPARTAMENT GENERALITAT DE CATALONIA**

FROM: **NOVEMBER 2008**

TO: **JULY 2013**

IV.- CURRENT SITUATION

ACTIVITY: **ADMINISTRATIVE DIRECTOR IN A Asociación D.A.E**

COMPANY: **ASSOCIACIÓ D.A.E.**

FROM: **AUGUST 2007**

V.- LANGUAGE KNOWLEDGE

V.-1.- LANGUAGE KNOWLEDGE

LANGUAGE	SPEAKING	READING	WRITING
SPANISH	NATIVE	NATIVE	NATIVE
CATALAN	NATIVE	NATIVE	NATIVE
ENGLISH	BASIC	BÀSIC	BÀSIC

OFFICIAL DIPLOMA: CATALAN (LEVEL C)



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VI.- INFORMATICS KNOWLEDGE

MICROSOFT OFFICE (Word – Excel – Power Point) User
TiC Systems (Internet, Social Network) User

VII.- OTHER DATA

Driving Licence: B-1, AM



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