



Europass Curriculum Vitae

Personal Information

First name(s) Surname	Alberto Busatto
Address	via venezia, 31
Telephone numbers	+39 3406957126
Fax	-
E-mail address	alberto.busatto24@gmail.com Skype: AlbertoBusatto
Nationality	Italian
Date of birth	17/01/2000
Sex	Male

Job applied for / position

Work Experience

Date (from-to)	1) Internship from 02/07/2018 to 27/07/2018 2) Internship from 17/07/2017 to 11/08/2017 3) Internship from 15/01/2017 to 10/02/2017
Occupation or position held	1) Employee, accounting 2) Employee, accounting 3) Employee
Name and address of employer	1) ConfCommercio, Via Torino 15, Mestre (VE) 2) Gheggin, Piazza Marconi 17, spinea (VE) 3) INPS, via della Pila 51, Marghera (VE)
Type of business or sector	1) Accounting and management studio 2) Accounting and management studio 3) National Insurance Agency
Main activities and responsibilities	1) Register and archive invoices 2) Customer reception, archive and document management 3) Register customers in the software

Education and qualification awarded

Date (from-to)	From 2014 to 2019
Type of qualification	High School Diploma in Business Marketing Management – vote 65/100
Main subjects covered or skills acquired	Business, political economics, Law, English, Spanish
Name and address of organisation	Luzzatti Gramsci

providing education and training	Via Perlan 17, 30174 Mestre (VE)				
Level of qualification	High school/EQF4				
Personal skills and competences					
Mother tongue(s)	Italian				
Other language(s)	English, spanish				
Self-assessment	Understanding		Speaking		Writing
European Level (*)	<i>Listening</i>	<i>Reading</i>	<i>Spoken interaction</i>	<i>Spoken production</i>	
Language: English	A2	A2	A2	A2	A2
Language: Spanish	A2	A2	A2	A2	A2
Language:					
	(*) Common European Framework of Reference for Languages				
Communication skills	Good ability to interact with the public				
Organisational/managerial skills and competences	Good ability to manage groups and to work in group				
Job-related skills					
Computer skills	Good level of Microsoft Office (Word, Excel and PowerPoint)				
Artistic skills	Good ability in using drawing equipment				
Other skills					
Driving licence	Category A1,A2,B				
Additional information	Sport activity: basketball since when i was 5 years, competitive level Security and safety certification (8 hour)				
Attachments					

Venezia-Mestre, **30 aprile 2019**

Student's signature (if over 18) or parent's signature (if under 18)

Alberto Busatto

In compliance with the Italian D.L 196/2003, I hereby authorize the recipient of this document to use and process my personal details for the purpose of recruiting and selecting staff and I declare that I am informed of my rights in accordance with art. 23 of the above mentioned decree.

I hereby allow my personal details to be handled fairly by companies, societies and any organizations which cooperate with You, respecting my right to privacy.

Besides I authorize to use my personal details also by electronic ways and/or automated equipments to link the details with those of other people, according to quality and quantity criteria.

Venezia-Mestre, **30 aprile 2019**

Student's signature (if over 18) or parent's signature (if under 18)

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