



Curriculum Vitae Europass

Personal Information

First name(s) **Denis**
/Surname (s) **BARBIERO**
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Nationality Italian
Date of birth 2/24/2004
Gender M

Job applied for / position/ preferred job/ studies applied for/personal statement

student

Work Experience

dates (from - to) 06/2022
Occupation or position held Secretary
Name and address of employer INPS, Venice
Type of business or sector State
Main activities and responsibilities
- arrange appointment
- file documents

Education and qualification awarded

Dates (from-to) September 2018 June 2023
Type of qualification Diploma in finance and marketing administration - 63/100
Main subjects covered or skills acquired Law, economics and politic economics
Name and address of organisation providing education and training IIS Luzzatti, via Perlan 17, Venice
Level of qualification EQF/level 4

Personal skills and competences

Mother tongue(s)	Italian				
Other language(s)	English, Russian, Spanish				
Self-assessment	Understanding		Spoken		Writing
European Level (*)	<i>Listening</i>	<i>Reading</i>	<i>interaction</i>	<i>production</i>	
Inglese	B1	B1	B1	B1	B1
Francese					
Spagnolo	B1	B1	B1	B1	B1
	(*) Quadro comune europeo di riferimento per le lingue				
Communication skills li	Able to communicate with peers and adults and to handle any characterizes clients.				
Organisational/managerial skills and competences	Able to organize folders, documentation, project and business activities				
Job-related skills	ability to work in a team, flexibility in schedules, ability to adapt				
Computer skills	ability to work in a team, flexibility in schedules, ability to adapt				
Artistic skills					
Other skills					
Driving licence	B				
Additional information					

Mestre – Venezia, 15 May 2023

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In compliance with the Italian D.L 196/2003 and G.D.P.R. 679/16 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