

Salvador Bourbon Ribeiro

Student

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Work Experience

September 2019 – September 2022

Front of House Assistant at CALOUSTE GULBENKIAN FOUNDATION

Portuguese Foundation aimed to improve the quality of life through art, charity, science and education; its Auditorium regularly hosts musical shows and has a capacity for 1228 guests.

Reporting to the Event manager, I was a part of a team of 40 assistants. My main responsibilities were:

- Greeting arriving guests and answering any questions they have regarding the showtimes, events, restroom or parking;
- Collecting admission tickets from guests upon arrival and escorting them to their designated seats; providing special assistance to guests with special needs such as individuals with wheelchairs or other disabilities;
- Resolve any logistic problems that occurred regarding the proper functioning of any special events, lectures or concerts;
- Attending pre-event meetings and other trainings as required by the manager or the Foundation, developing skills such as client focus.

February 2023 – June 2023 (yet to start)

Intern at GRUPO BRISA

Portuguese infrastructure operating company responsible for the operation of around 1,525 km in Portugal, in a network made up of 14 Motorways, 6 Complementary Routes and 6 National Roads.

Although I have not yet started my internship at Brisa Group, I am confident that I'll be presented to the corporate environment in order to earn a more specialized professional experience. I am eager to learn, and I am motivated to work as an intern in this company.

Volunteer Experience

August 2019 – Present

Volunteer at MAIS ALÉM POR ALGUÉM ASSOCIATION (MAPA)

A catholic non-profit organization that intends to help institutionalized children from Casa do Gaiato and Maria Droste Home, by working with such children in the development of their socializing abilities and humanitarian awareness.

My responsibilities, as one of the 50 volunteers that integrate our team, are:

- Organize and make up activities for purpose of fundraising;
- Be a monitor at the summer camp held by the association, which meant to be a part of the organizing team of such summer camp and create and event activities for the children;

September 2019 – September 2021

Treasurer at EQUIPAS DE JOVENS DE NOSSA SENHORA (EJNS)

An international non-profit catholic organization that focusses on organizing activities for young Catholics such as national meetings, pilgrimages, monthly reunions, masses, volunteering activities; and fundraise money to support other charitable organizations.

As a treasurer of the Cascais sector of EJNS, I was responsible for:

- The financial book-keeping, fundraising and for overseeing and presenting budgets, accounts and financial statements to the national management committee of the organization.

March 2020 - February 2021

Volunteer at PORTUGAL COMVIDAS

COMVIDAs is a project created to organize an aid network for elderly's support institutions, which were in need during the COVID pandemic. The main goal was to match those who can and want to help, with those in need.

As one of the volunteers of PORTUGAL COMVIDAS, my job was:

- Assist the nursing homes of Vila Nova de Foz Côa, Reguengos de Monsaraz and Gavião, living in their respective villages for one month, in each place.
- During these missions our teams took over the management of these nursing homes.
- Besides emotional and psychological comfort of the elderly, we also performed non-specialized physical care-taking measures to secure their health stability.

October 2021 – February 2022

Mission Leader at MISSÃO PAÍS

An international organization that mobilizes college students to participate in volunteering missions in remote villages across the country.

As a Mission Leader I was responsible to:

- Coordinate a team of 42 missionaries;
- Manage a small team of six coordinators, each with a different responsibility;
- Fundraise money and collect sponsorships;
- Organize volunteering activities and project planning with Almodovâr's town hall, schools, nursing homes, social development organizations and parish.

Education

September 2018 – July 2023

Architecture Studies at University of Lisbon

September 2015 – July 2018

High School at Colégio São José Ramalhão

Summary "soft" skills

- Analytical and numerical reasoning
- Problem solving
- Creative thinking
- Team Leadership

Language skills

- Portuguese (Native speaker)
- English (Proficiency - C1)
- Spanish (Intermediate)