

Gabriela Costa

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Qualifications

I am very a communicative and outgoing person. I speak fluent English and Portuguese and I have good writing skills. I am a fast learner, and I am proactive. I can handle computer, internet and social media very well. I've worked in many different areas in my life. I've worked as an au pair, as a nanny, as a hostess, as a receptionist, as a waitress, as a tv producer, as a director assistant, among other things. I have over 15 years of experience in the audiovisual field. I like to be active and working, no matter what is the opportunity available. I am a hard worker and a fast learner.

Professional Experience

USA

Personal Assistant (mar/2024 – current)

Driver (nov/2023 – current)
Lyft and Uber

Hostess (aug/2023 – nov/2023)
InsideOUT

Cashier/ Shift leader / Assistant Manager (sep/2019 – sep/2023)
Supernatural Sandwiches

Barista / Host (2022)
Homestead Solana Beach

Cashier/Barista (2021)
Living Room Cafe

Au Pair (2009-2010)
Au Pair Care

BRAZIL

TV Producer (2017 – 2019)
Redetv

Press manager and social media manager (2017)
Val Marchiori

Producer, screenwriter, director (2017)
Val Marchiori's channel on YouTube (Canal da Val)

Producer assistant (2016)
Mutato Produtora – job Coca-Cola Verão Urso

TV Producer (2016)
Rede Bandeirantes de Televisão – tv show 'Hello Mundo'

TV Producer assistant (2016)
Mutato Produtora – job Acuvue Define ‘VicCeridono’

TV Producer assistant (2016)
Mutato Produtora – job Chivas ‘Vencer do Jeito Certo’

TV Producer assistant (2016)
Mutato Produtora – job NotreDame Intermédica

TV Producer assistant (2016)
Mutato Produtora – job Netflix ‘A Quinta de PLL’

TV Producer assistant (2016)
Mutato Produtora – job Petrobrás ‘TIME PETROBRAS – Suando a Camisa’

3ª director assistant (2016)
Academia de Filmes – case TokStok for Cannes (Leão de Bronze)

TV Producer assistant (2016)
Academia de Filmes – case Mc Donald’s (Mc Code) for Cannes (Leão de Bronze)

TV Producer assistant (2016)
Academia de Filmes – case Mc Donald’s (Massacration) for Cannes

TV Producer assistant (2016)
Academia de Filmes – Cartola FC comercial

3ª director assistant (2016)
Academia de Filmes – case Walmart for Cannes

TV Producer (2015 – 2016)
Igreja Universal do Reino de Deus – IURD TV

Hostess (2015-2016)
Restaurante Dalva e Dito

3ª director assistant (2015)
Moonshot Pictures – tv serie Máximo e Confúcio

TV Producer assistant (2015)
Conspiração Filmes – tvt Heineken

TV Producer assistant (2015)
Conspiração Filmes – job GM for Cannes

TV Producer assistant (2015)
Zulu Produções – jobCarefree

TV Producer assistant (2014)
Grupo Companhia

TV Producer assistant (2012-2014)
New Content Produtora

TV Producer intern (2012)
Duo2 Produtora - SPFW

Hostess Bilingual (2011)
Cirque Du Soleil (SP season)

Secretary e Receptionist (2010)
MBA House School

Intern (2008)
Mix FM Radio

Audience producer (2007/2008)
Various tv shows

Intern(2007)
Jovem Pan FM Radio

Academic Background

Certificate Degree – Marketing
SDUIS

Certificate Degree – Hospitality
SDUIS

Associate Degree – Business Administration
California Miramar University

Bachelor Degree - Social Communication (Radio and TV)
Anhembi Morumbi University

Courses

- Digital Wealth Academy - DWA
- ESL on Harold Washington College in Chicago, IL – USA
- Action Workshop, 40 hours
- Action Course for 5 years

Languages

Fluent Portuguese
Fluent English