

# ALINE MOREIRA PEREIRA DA SILVA CAUS

Cariacica, Espírito Santo - Brazil

Phone: +55 27 97400-0547 | Email: alinemoreirapscaus@gmail.com

Availability: Immediate

## PROFESSIONAL SUMMARY

Versatile professional with extensive experience in retail sales, customer service, caregiving, and food service. Held roles from sales associate to administrative manager, demonstrating strong organizational skills, attention to detail, and ability to balance multiple responsibilities. Certified caregiver for the elderly, with additional experience in childcare and household support. Fluent in Portuguese; English (basic – currently improving). Seeking temporary employment in the U.S. with H-2B visa sponsorship to apply my diverse skill set and strong work ethic.

## WORK EXPERIENCE

### **Sales Associate – Detraje Moda Feminina | Cariacica, ES | 2023 – Present**

- Assisted customers with product selection and styling recommendations
- Processed sales transactions and managed returns and exchanges
- Organized merchandise displays and maintained store appearance
- Consistently achieved monthly sales targets

### **Senior Caregiver – Private Client | Cariacica, ES | 2020 – Present**

- Provide personal care, hygiene assistance, meal preparation, and medication reminders
- Maintain clean and safe living environment through housekeeping and organization
- Monitor health conditions and communicate updates to family
- Assist with mobility support and medical appointments

### **Sales Associate – Vila Burguer | Cariacica, ES | 2018 – Present**

- Take customer orders and assist with food preparation
- Maintain cleanliness of dining area, kitchen, and equipment
- Handle cash transactions and manage inventory
- Support team operations during peak hours

### **Administrative Manager / Sales Associate – Loja Rabit | Cariacica, ES | 2020 – 2021**

- Oversaw administrative tasks including inventory control and scheduling
- Trained new sales associates

- Resolved customer complaints
- Maintained sales and expense records

#### **Sales Associate – Afago Moda Feminina | Cariacica, ES | 2016 – 2020**

- Provided personalized customer service
- Managed stock levels and restocking
- Participated in promotional sales events
- Built strong customer relationships

#### **Pharmacy Clerk – Farmácia Progresso | Cariacica, ES | 2013 – 2016**

- Assisted pharmacists and customers
- Managed inventory of medications and supplies
- Maintained organized pharmacy environment
- Provided product information to customers

#### **Nanny / Household Assistant – Private Family | Cariacica, ES | 2007 – 2010**

- Cared for children (ages 3 and 6)
- Managed daily routines and activities
- Performed household tasks including cleaning and laundry
- Ensured safe and nurturing environment

## **EDUCATION & TRAINING**

Incomplete Bachelor's Degree in Business Administration – Studies paused  
Certified Elderly Caregiver – Prefeitura de Cariacica

## **SKILLS**

- Caregiving: Elderly care, childcare, hygiene support, medication reminders
- Retail & Customer Service: Sales, inventory, cash handling, client relations
- Food Service: Order taking, food preparation, sanitation standards
- Administrative: Scheduling, records, team coordination
- Household Services: Cleaning, laundry, meal preparation
- Languages: Portuguese (Native), English (Basic – currently improving)
- Technical: Point-of-sale systems, basic computer skills
- Personal Qualities: Reliable, organized, multitasking, compassionate

References available upon request