Ezequiel Rojas



Contact information

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- crigineer

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Vork Experience

Technique/ART Operations

Marsh McI ennan

08-01-2022 - Present

Billing report. Download of commissions from the different companies. Debt claim. Document delivery. Contact with clients and companies. Sending policies. Loading of operations in the inbroker system. Manual and automatic billing. Issuance and shipments of coverage certificates. Assembly of grids with a tour of markets. Presentation of costs. Communication between commercial and companies.

Administrative - Operations

Cinalli Insurance Broker

01-01-2019 - 07-31-2022

Documentation file. Contact with companies. -Contact with clients. Disaffection of policies. Invoice download. Sending billing. Salesforce.com Loading of operations in the inbroker system. Issuance of coverage certificates. Loading of operations in the system.

Expiration report. Issuance of certificates

Warehouse manager

Urban Design

01-03-2017 - 01-05-2018

-Document management -Foreign trade, purchases and follow-up -Data management -Input and output of merchandise -Payment to suppliers -Assembly of wholesale orders -Assembly of retail orders -Stock control -Inventories -Constant use of EXcel - Distribution of merchandise in different branches -Bank procedures - Prepare daily and weekly production reports. - Upload information to the client's website according to its procedure. - Check merchandise and bill the orders to be delivered. - Coordinate the logistics of deliveries, schedules, freight. - Set up Product Completion Area Planning. - Coordinate, send and control merchandise and refer to external workshops. - Prepare purchase requirements for labels and/or other supplies for special sales

Telemarketing Operator

Cordial Financial Company

07-01-2015 - 03-01-2017

Administrative. -Check of situations in Bcra -Credit analysis through the crediware system -Entry of information into the system Constant use of excel -Phone calls for a large sum of money (personal loan) -Coordination with other branches

Employee Con Cos Cos	ProvincesWeekly Sales Report
Cashier and warehouse. Computer management -Money and card management -Cash closing -Customer service -Reception and ordering of merchandise - Replacement of merchandise - Stock control -Night inventories Chef **Replacement of merchandise - Stock control -Night inventories Chef - Machiner manager - Merchandise control - Responsible for large and small cash registers - Management of the Nucleo IT system for customer service - Service to aupplies - Customer reception - Telephone service - System - Order Now **Minuspement accounting **Number of accounting **Administrative - Customer information - Sup System - Oity Sales System - Silling - Entry of information into different systems **Studies** **Bodybuilding and Bodybuilding instructor **Firepean Cashier to Physical Education **Other - Studies** **Bodybuilding and Bodybuilding instructor **Firepean Cashier **Bodybuilding instructor **Firepea	Employee
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Knowledge and skills

 \Box

Informática

• Office : Manejo Intermedio

Otros conocimientos

- Asistente Contable
- Curso de Ingles

Idiomas

• Inglés: Escrito Avanzado, Oral Avanzado