

PERSONAL INFORMATION

**Maria Puglisi**

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STUDIES APPLIED FOR

IT

EDUCATION AND TRAINING

**Secondary School Diploma in IT**

Istituto Tecnico Archimede, Catania (Italy)

- Programming languages (C++, Java, Python)
- Front-end web languages (HTML, CSS, JavaScript)
- Back-end web Languages (PHP, SQL)
- LAN network planning
- PC maintenance and assembly
- English language

08/01/2018–27/01/2018

**Cisco IT Essentials Certification**

Istituto Tecnico Archimede, Catania (Italy)

- Assembling and repairing computers and configuring Windows O.S.
- Knowledge of devices and protocols in use in PC networks
- Ability to analyze malfunctions and implement solutions to the detected problems

PERSONAL SKILLS

Mother tongue(s) Italian

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
[Common European Framework of Reference for Languages](#)

Communication skills good communication skills gained through my experience as *School Captain*

Organisational / managerial skills good leadership skills  
 ▪ Good team-leading skills

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Independent user	Independent user	Independent user

[Digital skills - Self-assessment grid](#)

Driving licence A1, B

