

Bianca Suarez Prieto

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Profile:

I am looking for an **unpaid internship** position as an **office assistant**, or **documentation clerk** with a company where I can apply and further develop my acquired skills. My free “stage en milieu de travail” is for **105 hours** at your convenience.

Skills:

- Spanish, English, French
- Experienced in Research, Marketing & Sales, committed, team worker & results oriented
- MS-Word, Excel, PowerPoint, IMS databases

Education:

Diploma - Collegial Studies (DEC) – Business Management LaSalle College, Montréal, QC.	2016 - 2018
Diploma - Intensive French Program, Language & Culture McGill University, QC.	2014 - 2015
Mini MBA - The Leader Development Program Manchester Business School. Manchester, United Kingdom.	2007
Bachelor of Science in Economics Universidad Central de Venezuela. Caracas, Venezuela.	1995 - 2000

Work experience:

2011 - 2012

Product Manager

Novartis Pharmaceuticals. Santiago, Chile

- Responsible for the neuroscience & respiratory portfolios
- Develop the annual marketing plan by brand aligned with the global strategy
- Define the marketing mix and ensure proper & timely implementation by the field force

Marketing Operations Head & Manager

2004 - 2011

Novartis Latin-American Regional Office, Miami, USA & Caracas, Venezuela

- Responsible for the Market Research & Field Force Effectiveness Depts
- Support Marketing & Sales strategic activities at regional & country level
- Strengthen the synergies across countries & global teams, ensuring full strategic alignment
- Lead the Marketing Operations' offshoring process to a Center of Excellence located in India, which served all countries
- Provide analytical support to top management about key business issues
- Build the Sales Force deployment at country level

References from work and schooling are available upon request.