

ALBERT AGUILAR

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OBJECTIVE	A challenging position within Marketing and Communications.	
EXPERIENCE	Preference PR (PR agency specialised in Swedish companies in the UK)	
29 Nov 06 - Present Part-time	PR Consultant	Oxford, UK
	Contacting Swedish companies in UK to offer our complete PR solution to them.	
	Assisting the Account Director on PR Campaigns and sales meetings with clients.	
	Design and maintain the company's webpage as well as deal with general office duties.	
	Her Majesty's Magistrates Court	
6 Nov 06 - 28 Nov Temporary	Court Usher	Oxford, UK
	Responsible of the smooth running of the courtroom. I make sure that the court clerk and prosecutor have necessary files and other documents that they need for the court proceedings. I update them as well as the lawyers on what is going on, defendants, witnesses who have arrived, verdicts made, guide people to the right place and handle sensitive documents and information.	
	Bang & Olufsen	
1 May 06 – 2 Nov 06	Sales Consultant	London, UK
	A wide range of day-to-day tasks. I prepared mail-outs, e-mails, and catalogues to customers (including celebrities, architects, and property developers), dealing with enquiries and sales over the phone and in the shop. In addition, I booked appointments, visited clients for surveys, visual merchandising, ordering business cards and updating the shops webpage were also part of my duties. Finally I was in charge of setting up a gift bag arrangement for our most important customers.	
	Volta Au Mundo Capoeira	
Sept 04 – June 05	Membership Coordinator	Lund, Sweden
	In charge of members, I was the main contact for our members, responsible for membership fees. Also, I implemented a new computer based database to assist the instructors. In addition, I assisted and preformed in a number of events.	
	HSIF (University of Halmstad Athletics Organization)	
Sep 03 – Jan 04	Board Member	Halmstad, Sweden
	Facilitated and developed Capoeira as an intramural activity as well as communicated information to members and the general public, arranged events for members and attending university trade fairs.	
EDUCATION	School of Economics & Management, Lund University ¹	Lund, Sweden
8/02 - 10/05	Bachelor of Science in Business and Economics Focus on Marketing	
1/04 - 6/04	University of Barcelona	Barcelona, Spain
	Focus on Spanish language, while incorporating Spanish culture	
8/00 - 6/01	El Camino Collage	Los Angeles, USA
	General studies in Accounting, Anthropology, American and Native History etc.	
ADDITIONAL INFORMATION	User of PC & MAC, MS Office, Adobe Photoshop, Flash, Dreamweaver, Illustrator, Indesign, Apple Mail and ElectroSoft. Fluent skills in both Swedish and English and proficient in Spanish	
	• Interests are sports, Capoeira, traveling, foreign cultures, music and design	

¹ Considered one of the best business School in Europe,
http://en.wikipedia.org/wiki/Lund_School_of_Economics_and_Management