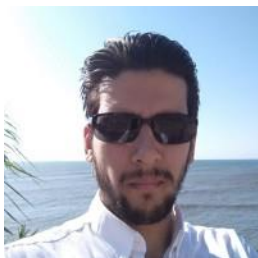


## PERSONAL INFORMATION

## Pedro Manuel Branco Fernandes



📍 Granja do Ulmeiro, Soure, Coimbra, Portugal

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🌐 [www.pedrof.com](http://www.pedrof.com)

Sex Male | Date of birth 1988-11-22 | Nationality Portuguese

## WORK EXPERIENCE

2018 - Present

**Info2000**

- CyberSecurity Coordinator
- Implementing internal procedures of Information Security
- Patch management of Operating systems and Applications
- Implementing routers and Firewall: pfSense, OpenWrt
- Implementing secure remote access with VPNs: OpenVPN, L2TP/IPsec
- Implementing procedures for secure data deletion
- Producing internal and external documentation
- Web development
- Windows Application Development
- Windows and Linux system administration
- Tech Support

2014 - 2017

**Orbital Apps** (Portable Apps for Linux)

[www.orbital-apps.com](http://www.orbital-apps.com)

- Lead developer
- Design, planning and development
- Programming
- Development of the Web Platform
- Marketing

2013 - 2014

**Loja Bitcoin** (Bitcoin Store)

- Development of the Web Platform
- Marketing
- Accounting and payment processing
- Sales
- Customer Service
- Technical Support

2011 - 2012

**Tech Support** (maintenance, software updating, troubleshooting) at [Faculty of Humanities, University of Coimbra](#)

## EDUCATION AND TRAINING

- 2009 - 2012 Attended the course [Art History, Faculty of Humanities of the University of Coimbra](#)
- 2006 - 2007 Attended the course [Software Engineering, Faculty of Science and Technology of the University of Coimbra](#)
- 2003 - 2006 [Computer Science Course, Escola Secundária C/ 3º Ciclo Dr. Joaquim de Carvalho, Figueira da Foz](#)
  - Software Programming
  - Web design
  - Image Editing

PERSONAL SKILLS

Mother tongue Portuguese

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C2
Spanish	B1	A1	A1	A1	A1

Communication skills

- Ability to communicate in a clear and concise manner. Experience with customer service and sales, dealing with clients in Portugal and the rest of the world (mainly Europe, South America and North America)
- Easily able to communicate complex technical concepts to non-technical persons in a clear and accessible manner

Organisational / managerial skills

- Rigorous and with strong quality control
- Easily learns to overcome and adapt to new situations
- Good capacity to establish priorities
- Good critical analysis and ability to adapt current solutions to new problems

Digital competence

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Proficient user	Proficient user	Proficient user	Proficient user	Proficient user
Computer technology course (3 years)				

Other Technical skills

- Good mastering of Office tools: Word processing, Spreadsheets, Presentation software - Microsoft Word, Microsoft Excel, Microsoft PowerPoint, LibreOffice
- Image Editing - Photoshop, GIMP
- Administration of Microsoft Windows System - Malware detection and removal, updating system and Applications, managing permissions and user accounts, diagnostic and problem resolution
- Administration of Linux and Unix-Like systems - Managing OS updates, software installation, automation of tasks with scripts (bash), diagnostic and problem resolution
- Holistic Vision of computer security – including Cryptography of files and folders and entire computer

- systems, including Windows, Linux and Android - TrueCrypt, VeraCrypt, Bitlocker
- Good backup practices (onsite + offsite)
- Remote Access for diagnostic and problem resolution
- Data recovery - Windows and Linux
- Digital Marketing, SEO and SEM

**Other skills**

- Interest and knowledge in Intellectual Property (Copyright, Patents, Trademarks)
- Experienced receiving and processing payments - Bank transfers, Multibanco (Portugal), Paypal, MoneyGram, Western Union and Bitcoin
- Bricolage / DIY

**ADDITIONAL INFORMATION****Honours and awards**

- Best student of the 9<sup>th</sup> grade in 2002 / 2003 - [Escola Secundária Dr. Joaquim de Carvalho](#)

**Education and Courses**

- **Computer Technician** at [Galileu \(Rumos\)](#) Group
  - Hardware
  - Networks and Communications
  - Helpdesk - Users
  - Helpdesk - Enterprise
  - Computer Security
  - Personal Marketing and Communication
  - Computer Troubleshooting
- 2018 - Webinar [Introduction To Jujv: Automating Cloud Operations](#)
- 2017 - Webinar [The Disruptive Potential of Blockchain Technology](#)
- 2017 - WebCast [Collaborative Workplaces – Collaborative work with Office 365](#)
- 2017 - [Digital Marketing](#) Course from Google, University of Oporto
- 2013 - Course [Time management and work management](#) - [CECOA](#), Coimbra

**Event Participation**

- Volunteer at [Web Summit 2017](#)
- 2017 - [Back to School](#) Workshops from [Galileu](#), at [Fnac Coimbra](#)
  - [Your 3 minute Pitch](#)
  - [Better programmer](#)
  - [Work smarter not harder](#)
- 2017 - [Landing.careers](#) Festival 2017, by [Landing.jobs](#), Lisbon

**Driving**

- Driving License for cars – Class B

Document updated on September 2<sup>nd</sup>, 2020