



Ana Sánchez Periañez

Date of birth: 09/09/1998

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CONTACT

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europass

WORK EXPERIENCE

11/03/2024 – CURRENT Around europe

● Youth programmes social worker Erasmus+ projects

- **Youth Program Development and Implementation:** Experienced in creating and managing programs that engage and support young people, providing mentorship and guidance, and organizing community events. Skilled in conducting workshops, advocating for youth issues, and collaborating with local organizations.
- **Workshop Facilitation:** Proficient in planning and designing sessions, guiding group discussions, and encouraging participation. Adept at managing group dynamics, providing constructive feedback, and utilizing interactive facilitation methods.
- **Needs Assessment and Documentation:** Competent in assessing the needs and challenges of youth, maintaining detailed records, and documenting activities, outcomes, and progress for accountability and continuous improvement.
- **Training Design and Delivery:** Specialized in designing comprehensive training programs, delivering training workshops, and creating training materials. Effective in assessing learning needs, evaluating training effectiveness, and providing one-on-one coaching.
- **Evaluation and Reporting:** Capable of evaluating session outcomes and training effectiveness through assessments and feedback. Skilled in preparing detailed reports on training activities, participant progress, and future recommendations.

10/02/2023 – 23/10/2023 Faenza, Italy

● Youth social worker PIGRECO & SEMI (SEEDS FOR MORE INTERCULTURE)

- **Teach Italian to asylum seekers:** Utilize non-formal tools to provide Italian language education, equipping them with skills for better opportunities in Italy.
- **Social Media Management:** Manage the organization's social media presence, including podcasts, an international blog, and social media pages.
- **International Project Coordination:** Search for international projects using platforms like SALTO Youth and recruit participants as a sending organization. As a hosting organization, write and implement youth exchanges as a facilitator and coordinate the implementation of Erasmus+ KA1 projects.
- **Local Project Implementation:** Write and implement local projects, including events in schools promoting European values, creative festivals, summer camps, and linguistic exchanges.

01/08/2022 – 12/12/2022 Tenerife, Spain

● Receptionist and activities coordinator Endless summer Hostel.

- **Content Creation for Social Media:** Developed engaging content for social media platforms, including high-quality photographs and

compelling text, to enhance the hotel's online presence and attract new guests.

- **Activity and Trip Coordination:** Designed and organized a variety of guest activities and excursions, fostering guest interaction and ensuring memorable experiences. This included arranging transportation, coordinating with local tour providers, and ensuring the safety and enjoyment of all participants.
- **Guest Relations and Reception Duties:** Managed front desk operations, providing exceptional customer service, handling check-ins/check-outs, and addressing guest inquiries and complaints efficiently.
- **Guest Engagement Activities:** Created and implemented activities to encourage guest interaction, such as themed nights, group games, and social gatherings, enhancing the overall guest experience and promoting a friendly atmosphere.
- **Reservation Management:** Handled booking and reservation systems efficiently, ensuring accurate records and seamless communication with guests regarding their reservations and special requests.
- **Customer Feedback and Improvement:** Collected and analyzed guest feedback to identify areas for improvement and implemented changes to enhance the overall guest experience.

EDUCATION AND TRAINING

30/09/2023 – 10/11/2023 Madrid, Spain

● **Leadership and organization management Course** SEPE (Public State Employment Service)

09/09/2017 – 09/09/2019 Madrid, Spain

● **Higher Technical Certificate in Makeup fx & characterization for cinema.** C.E.S School

03/01/2021 – 12/03/2021 Madrid, Spain

● **Digital marketing and media manager course.** SEPE (Public State Employment Service)

15/12/2023 – 08/01/2024 Madrid, Spain

● **Leisure and free time monitor** SEPE

LANGUAGE SKILLS

MOTHER TONGUE(S): Spanish

Other language(s):

English

Listening C1

Spoken production C1

Reading C1

Spoken interaction C1

Writing C1

Italian

Listening C1

Spoken production C1

Reading C1

Spoken interaction C1

Writing B2

French

Listening A2

Spoken production B1

Reading B1

Spoken interaction B1

Writing A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Adobe Photoshop | Google Suite (Doc, Slides, Form, Sheet, Drive) | Adobe Premiere | Google Drive | Social Media including Facebook, WhatsApp and Twitter | Video Conferencing (Zoom, Teams, Skype, Webex) - Advanced | Canva | Microsoft Office package: Microsoft Word, Excel, PowerPoint, Access

COMMUNICATION AND INTERPERSONAL SKILLS

● **Public speaking.**

This skill has been developed thanks to conferences and talks explained later, acquiring with it a greater multilingual competence and a better intercultural sensitivity.

● **Active listening and curiosity.**

I'm always trying to learn new things and acquire knowledge of the things I'm interested into, open to the dialogue and other ideas, work methods and tools.

● **Behavioral and social skills.**

I feel pretty comfortable by sharing and being in contact with other people in my job.

● **Group facilitating.**

With this competence I also gain experience in the decision making & team work and collaboration habilities, since all the activities I've done were related to communicate and take decisions with/for a team.

MANAGEMENT AND LEADERSHIP SKILLS

● **Managing and organizing human resources.**

I have experience organizing and motivating working groups, in the conduct of events and their components and in working as a team, dividing responsibilities to obtain an optimal result.

● **Designing Erasmus programmes.**

I have experience both writing Erasmus plus projects, organising the logistical and creative part of the projects, and facilitating these types of activities.

● **Communicating assertively, using motivational and encourage tools.**

I consider myself a communicative and open person to propose solutions to problems that can arise on a daily basis with assertiveness, with a skill of motivation and encouragement to co-workers that achieves a productive and healthy work environment.

CONFERENCES AND SEMINARS

● **09/05/2023** San Rocco School, Faenza.

● **Conference related to European Values through non-formal education.**

● **04/04/2023**

● **Conference related to discover different oportunities in Erasmus+ programmes.**

CREATIVE WORKS

● **Summer camp and creative activities.**

● **Open microphone and creative workshops (Poetry, painting and photography)**

● **Assistant during actitivies with assylum seekers related to art and creativity.**

● **Music mixtape creation.**

DRIVING LICENCE

● **Driving Licence: B**

PRIVACY AND SIGNATURE

● **Privacy Law**

(Legislative Decree No 196 of 30 June 2003 'Personal Data protection Code' and GDPR - EU Regulation 2016/679)