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**JULIETA FUENTES DOMÍNGUEZ**



JULIETA.FUENTESDZ@GMAIL.COM



0833671027

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#### ABILITIES

Spanish – Native  
English- Advanced- TOEFL IBT 95  
German – Advanced – C1  
French – Beginner – A1/A2  
Computing:  
Microsoft Office  
ExeLearning  
Moodle

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#### APTITUDES

Negotiating and communication skills.  
Ability to express myself in various languages.  
Sense of innovation. Adaptation and fast learning.

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## WORK EXPERIENCE

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### **CONTENT DEVELOPER, TRANSLATOR AND TEACHER • EDUCACION.NET • AUGUST 2018- PRESENT**

Developer of German courses for secondary school students. Spanish- English translator of a wide range of online courses. Online teacher.

### **NOTARY'S TRAINEE • NOTARÍA PÚBLICA NO.19 • MAY 2018 – JULY 2018**

Focus on the legal procedures of buying properties under the Mexican law, such as credits, mortgages, contracts and appraisals, always dealing with customer service and legal advice.

### **GENERAL ASSISTANT AND PARALEGAL • FOLIOS DIGITALES PUEBLA • AUGUST 2014- AUGUST 2019**

General assistant: Dealing with customer service at the Mexican tax platform, work with all office applications such as Excel. Sale of digital folios for electronic invoicing. Customer Service via mail and telephone.

Legal assistant: Supporting the tax attorney by creating legal defence for our clients in different cases and suits.

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## EDUCATION

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LLM in Intellectual Property and Information Technology Law, Trinity College Dublin. September 2019- Present.

Bachelor of Laws, Universidad de las Américas Puebla. Mexico. August 2014- June 2019 – 1<sup>ST</sup> Class Honours /9.4-10



Academic Exchange with focus on International and Comparative Law - Université Jean Moulin Lyon 3. Lyon, France. Courses were taught in English. September 2017- April 2018

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## SOCIAL SERVICE

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### **Project on maíz cacahuazintle – September 2018- March 2019 (Puebla, Mexico)**

Project on marketing and production strategies for endemic corn species in Mexico.

### **Casa del Abue and Casa de Ángeles August 2012- July 2014 (Puebla, Mexico)**

Monthly visit for musical and recreational purposes to the nursing home and orphanage for children with disabilities.

### **Casa Down – May 2011 – July 2011 (Puebla, Mexico)**

Support for children with Down syndrome in the area of education and socialization

