

**Nombre: Roberto de Jesús Zúñiga López**

**Maestro: Andrés Zamudio García**

**Materia: Lengua extranjera 4**

**LAMAR Universidad**

**4-A BEO**

**13 de marzo de 2016**

**Cover letter:**

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| **CURRICULUM VITAE** |   |
| **Personal information** |   |
| First name(s) / Surname(s)  | Roberto de Jesús Zúñiga López |
| Address | Street Gorrion # 1385 fractionation 8 July |
| Telephone(s) | 3318444318 |
| E-mail(s) | robertozupero@outlook.com |
| Nationality | Mexican |
| Date of birth |  4th August 1999. |
| Gender | Male |
| Desired employment  | Credit and collection manager. I want to work to overcome personally, get good income, develop and apply my knowledge. |
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| **Work experience** |  |
| Dates | 31st December 2015 |
| Occupation or position held | Credit and collection manager |
| Main activities and responsibilities | Responsible for customer base Nacional level The main activities carried out in my previous work were as follows: Coordinate the collectionPersonnel management credit my chargePortfolio Turnover reviewREPORTING collectionPresentation of results of portfolio each month |