Agustín Facundo Tejero

Data Entry / Data Support (Trainee) · Excel • Data quality • SQL (basic/intermediate) • Attention to detail

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Resume – Data Entry / Data Support (Trainee, ATS)

Summary

Trainee profile for data entry/data support roles focused on accuracy and quality. Academic experience with relational databases (queries, joins, procedures) and structured data work.

Skills

- **Excel:** filters, sorting, formulas (intermediate/advanced)
- **Data quality:** validation, duplicate control, inconsistency detection/correction, documentation
- **SQL:** joins/filters, controlled updates, constraints basics
- **Operations:** IT support, strong computer skills, methodical work

Relevant experience

Managing Partner / Systems Operations (Hotel OIKOS) — Ushuaia, Argentina — Aug 2020 – Dec 2025 (owner/manager) · Aug 2018 – Aug 2020 (IT support & infrastructure)

- Access and role management in SaaS platforms (Cloudbeds): users, permissions and credentials.
- Channel integrations (Booking/Expedia) and operational configuration (pricing/availability/rules).
- Designed and deployed a mesh Wi■Fi network (router + 3 APs) across 2 floors / 16 rooms + common areas; troubleshooting.
- IT support: PC/services maintenance; issue resolution and documentation.

Projects (GitHub)

- **Airport Management Database** — dataset/queries + reporting views; smoke-test verification.
- **La Montaña Printing Management Web** — catalog and order flows; backend data consistency.

Education

Higher Technical Degree in Systems Analysis — Escuela Da Vinci (Buenos Aires) · In progress (expected graduation 12/2026) · GPA: 9.8/10

Additional training

- Immediate availability; focus on speed and accuracy (high attention to detail).

Languages

- Spanish: native
- English: B2 (advanced conversational; comfortable interviewing in English)

Additional info

- Availability: immediate · Remote (preferred) · Open to relocation (LatAm/EU) · Driver's license and own vehicle · Polish citizenship (passport renewal in progress)