

CONTACT

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ABOUT

Hello, I'm Pedro Guarnier, an IT enthusiast passionate about solving real-world problems through technology. I currently work with technical support, infrastructure, and systems maintenance, helping teams stay connected and productive. My day-to-day involves troubleshooting hardware and network issues, managing data, and supporting internal systems. I'm organized, curious, and always eager to learn whether it's deepening my knowledge in infrastructure or exploring areas like web development and data science.

SKILLS

- Back-End Development

 - Python, Node.js, PHP
- Tools & Platforms

 - Git, SQL
- Front-End Development
- JavaScript, React, HTML, CSS

PROFESSIONAL EXPERIENCE

- IT Support Intern | Jul 2024 - Present
- Escritório de Advocacia Zveiter
- Provide first-level technical support, assisting internal users with hardware, software, network, and system-related issues to ensure smooth daily operations.
 - Maintain and update IT infrastructure assets, including computers, printers, and telephony systems, using structured inventory and control practices.
 - Support internal system maintenance, ensuring proper functioning and availability of corporate tools and platforms.
 - Collaborate on front-end development tasks using HTML, CSS, JavaScript, and basic PHP/MySQL, contributing to visual improvements and content updates of the firm's institutional website.
 - Utilize tools such as Microsoft 365, Excel, Remote Desktop, Git, and Active Directory for daily operational support and access management.
 - Demonstrate strong organizational skills and attention to detail in managing internal documentation, data accuracy, and cross-team communication.

Administrative Assistant | Dec 2022 – Dec 2023

CEDAE Saúde

- Supported administrative routines, including document management, data entry, and internal communication.
- Assisted with basic IT tasks such as setting up office equipment and organizing digital files.
- Gained experience using Microsoft Office tools to maintain accurate records and support operational flow.
- Developed skills in time management, attention to detail, and collaboration within a corporate environment.

PROJECTS

**Development of a Responsive Institutional Website for Zveiter Law Firm
Using Front-End Web Technologies**

- In this project, I developed and maintained the institutional website for the Zveiter Law Firm, focusing on clean design, responsive layout, and content accessibility.
- The front end was built using HTML, CSS, and JavaScript, with emphasis on semantic structure and visual clarity aligned to the firm's identity. I implemented modular components and interactive menus, and optimized the page structure for smooth scrolling and modern UX.
- I also worked on improving maintainability and responsiveness across devices. Throughout the development process, I applied version control using Git and collaborated directly with the internal team to iterate on layout, structure, and content priorities.

EDUCATION

Faculdade das Américas | 2024 – 2027

Bachelor's Degree, Computer Science

Universidade Estácio de Sá | 2021 – 2024

Bachelor's Degree, Marketing

LANGUAGES

Portuguese

Native

English

Advanced