Beatriz **Rodrigues**
Portfolio Manager

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🌐 https://bea3rodrigues.github.io/brodrigues/

Education and Skills

University of Minho
Bachelor's and Master's in Industrial Engineering and Management
📅 09/2015 – 02/2021   ⊙ Braga, Portugal
- Two scientific contributions on lean methodologies
- Final grade of 16 out of 20

Additional Certification: Lean Six Sigma, Data Science, Excel and English (C1)
https://bea3rodrigues.github.io/brodrigues/certification
Skills: Lean, Excel, Looker Studio, Asana, BigQuery, VBA, Python and SQL

Experience

Aicep Portugal Global
Portfolio Manager
📅 11/2022 – present   ⊙ Lisbon and Porto, Portugal
- Responsible for the monthly and annual activity plan (automated with python)
- Organized finished **Public Contract** and Direct award files for future audits
- Developed two dashboards in **Looker**: "Product GPS" and "Alerts" (**python, pandas, API**)
- Collaborated and monitored the entire acquisition process of databases
- Prepared, transformed, and updated tables to **BigQuery** (python and **airflow**)

Engineering Analyst (Inov Contacto)
📅 02/2022 – 10/2022   ⊙ Vsetín, Czech Republic
- Designed and implemented a database in **MySQL** about Customer Complaints
- Development of **continuous improvement projects**: elimination of 100% inspection (-144 hours/year), analysis and reduction of forklifts and batch size and package optimization

Internships and Academic Projects

DST group
Professional Internship in Industrial Engineering and Management
📅 09/2021 – 02/2022   ⊙ Portugal
- Conducted **internal audits** and provided lean solutions to ensure quality and organization
- Research and analysis of innovation projects in the post-construction: (1) analysis of causes and costs of rework and (2) development of a preventive maintenance program

Amorim Cork
Curricular Internship in Industrial Engineering and Management
📅 11/2019 – 07/2020   ⊙ Aveiro, Portugal
- Reduced setup time by 33% using **SMED**, parallel machine scheduling and andon normalization
- Reduced reprocessing costs by 79% through **machine improvements**
- Evaluated new activity's impact on productivity using **VBA** program

Refood 100%
Workflow improvement using Lean tools
📅 09/2019 – 11/2019   ⊙ Braga, Portugal
- Reduced non-value-added time by 9% by implementing a **kanban** system
- Workspace organization through **5s** methodology

Aptiv
Analysis and improvement of Built-in System Interface area
📅 09/2018 – 02/2019   ⊙ Braga, Portugal
- Reduced cycle time by 5% through **line balancing** and **simulation**
- Preventing worker health risks with ergonomic tools (EWA, RULA and MAC)