



Alessandra  
Aluigi



**Skills**

Italian - Native  
 English - Advanced  
 Spanish - Beginner  
 Office - Advanced  
 Stata - Advanced  
 Rstudio - Intermediate  
 Minitab - Intermediate

**Personal Skills**

Excellent interpersonal skills  
 Great team-worker  
 Adaptable and flexible  
 Excellent communication skills  
 Capable of working independently,  
 with excellent organisational abilities



**Work Experience**

<b>Municipal Assessor</b> Municipio Roma VIII - Roma Capitale	2018 - 2021
Councilor for Social Policies, for the Right to Health, for Training, Work and Income, for the Quality of Life, Intercultural, for the Rights of the LGBT population, Participation	
<b>Reception and Administration</b> Roma	2016 - 2017

Front desk reception duties for the office such as handling all phone calls and managing internal & external customers in a timely and professional manner. Collect and distribute all incoming mail and courier items. Develop and maintain a tracking system on all incoming & outgoing mail and courier items for the office. Assist in General Office administration, in coordination with ad-hoc company functions/events.

<b>Member of research team on the economic impact of urinary incontinence in Italy</b> University of Roma TRE	2015 - 2016
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The main objective of the research was to reasonably assess the cost magnitude of urinary incontinence in Italy. The research was developed taking into account direct costs, mainly related to health expenditure, and indirect costs linked to economic and social impacts of urinary incontinence

<b>Assistant Coordinator for the organization of academic workshops</b> University of Roma TRE	2014 - 2016
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Workshops focused on the processes of planning, management, control and innovation of social services and other welfare initiatives. Geared towards non-profit organizations in the public social services sector and other welfare initiatives

<b>Municipal Councillor</b> Municipio Roma VIII - Roma Capitale	2013 - 2016
Chairman of the Budget, Staff, Decentralization and Schools Committee (December 2015 - April 2016) and chairman of the equal opportunity committee	



**Education**

<b>Master in Applied Research in Economics and Business (in English)</b> Universitat Autònoma de Barcelona	2017 - 2018
<b>Master's degree in Economics - Labour Market, Welfare Systems and Industrial Relations</b> University of Roma TRE	2017
<b>Local Administrator training course</b> Associazione Nazionale Comuni Italiani Lazio	2014
<b>Bachelor's degree in Public Administration</b> University of Roma TRE.	2013
<b>High School Diploma</b> Liceo Scientifico Isacco Newton - Roma	2007