

# Júlia Rabello Ferreira Alexandre

Senior Technical Writer

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🇧🇷 Brazilian | Portuguese

## 👤 Profile

I am a skilled technical writer with a passion for crafting documentation that empowers users and developers to engage with digital products. My experience involves translating complex concepts into clear and concise documentation, while collaborating with cross-functional teams to ensure alignment with functionality and audience needs.

## 📁 Experience

**Senior Technical Writer, VTEX** Jan 2021 – present | Remote

- Creating guides, tutorials, and REST API reference to support users and developers using VTEX's digital commerce platform.
- Managing documentation updates to align with product releases and user feedback.

**Instructional Designer, MAG Seguros (formerly Mongeral Aegon)** Mar 2018 – Jan 2021 | Rio de Janeiro, Brazil

- Developed content for training programs focused on insurance advisors, commercial leaders and partners, such as e-learning courses, video lessons, podcasts, manuals, and presentations.
- Translated material from English to Portuguese.

## 🎓 Education

**Bachelor's in Social Communications - Journalism,** 2015 – 2019 | Rio de Janeiro, Brazil

*Pontifícia Universidade Católica do Rio de Janeiro (PUC-Rio)*

**Exchange program, University College Maastricht** Aug 2017 – Jan 2018 | Maastricht, Netherlands

## 🌐 Languages

**English (Advanced)** • **Portuguese (Native)** • **French (Intermediate)**

## 🧠 Skills

<b>HTML</b>	● ● ● ● ●	<b>CSS</b>	● ● ● ● ●
<b>Javascript</b>	● ● ● ● ●	<b>Markdown</b>	● ● ● ● ●
<b>REST API Documentation</b>	● ● ● ● ●	<b>Postman</b>	● ● ● ● ●

## 📄 Courses and certificates

**CMX – Level 2** [🔗](#)  
*EICOM - 2023*

**Bootcamp HTML Web Developer** [🔗](#)  
*Digital Innovation One - 2021*

**Certificate in Advanced English**  
*University of Cambridge - 2013*

## 🏠 Volunteering

**Cidadão Pró-Mundo, Volunteer English Teacher** Jul 2021 – Jul 2022 | Remote

I participated in the NGO Cidadão Pró-Mundo as a volunteer English teacher, helping promote equal opportunities by teaching the language to teenagers and adults.

**Sou Segura, Podcaster** May 2020 – Jan 2022 | Remote

As a volunteer for Sou Segura (Association of Women in the Insurance Market), I created and produced the podcast Voz Segura [🔗](#) (Safe Voice), a series of interviews with prominent professionals in the insurance market.