

JOSELINE DANIELA **RÍOS ROMERO**

Administrative Technical Assistant

Professional with experience in administrative support and technical teaching, with a background in public and academic institutions. Recognized for strong organizational, management, and project-oriented skills, with in-depth knowledge of quality and regulatory compliance processes. Demonstrates resilience and a strong commitment to continuous improvement, with effective coordination and administrative capabilities that contribute to strengthening institutional management processes.

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ACADEMIC BACKGROUND

- **[2025]** Diploma in Evaluation Management, FLACSO.
- **[2024–Present]** Bachelor's Degree in Business Education, Universidad Nacional.
- **[2022–2024]** Bachelor's Degree in Business Education, Universidad Nacional.
- **[2022–2024]** Diploma in Business Education, Universidad Nacional.

PROFESSIONAL TRAINING

- **[2025]** Introduction to Scrum, Universidad Nacional.
- **[2025]** Project Management for Results (MfDR), Inter-American Development Bank.
- **[2024]** IV International Congress on Business Education, Universidad Nacional Autónoma de Nicaragua.
- **[2023]** Professional Development Program (PDP), Centro Universitario Miravalles.
- **[2021]** Symposium: Bicentennial and Education, Universidad Nacional.
- **[2021]** I Contemporary Congress on Business Education, Universidad Pedagógica Francisco Morazán.
- **[2021]** III International Congress and VIII National Congress on Office Administration, Universidad Nacional de Costa Rica.

PROFESSIONAL EXPERIENCE

- **[2024–2025]** Instituto Centroamericano de Administración Pública — Administrative Assistant.
- **[2023–2024]** Caja Costarricense de Seguro Social (CCSS), Nursing School — Administrative Assistant.

TEACHING EXPERIENCE

- **[2025–Present]** Instituto IPEA — Technical Education Instructor.
- **[2025]** Ministry of Public Education — Technical Education Instructor, Business Education specialization.

AAPIA
AGENCIA DE ACREDITACIÓN DE PROGRAMAS DE INGENIERÍA Y DE ARQUITECTURA