

JORGE VICTOR OLIVEIRA TAVARES

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PROFESSIONAL SUMMARY

Systems Analysis and Development student with practical experience in workflow automation, AI agent infrastructure and systems integration through APIs and webhooks. Built n8n workflows and Supabase/PostgreSQL data structures for client implementations, configured Wtschat/Helena service rules and follow-ups, and provided operational support and troubleshooting. Seeking opportunities in automation, applied AI, integrations, backend development and technical support.

TECHNICAL SKILLS

Automation and AI: n8n, AI agents, process automation, Flowise, webhooks, APIs and automated follow-ups.
Data and integrations: Supabase, PostgreSQL, pg_cron, table design, Wtschat/Helena and service tags.
Development: JavaScript, HTML and CSS; foundational Python; current projects with Next.js and TypeScript.
Support and documentation: Troubleshooting, technical support, technical documentation and operating procedures.
Tools: Intermediate Microsoft Office; basic Sony Vegas, CapCut and Photoshop.
Languages: Intermediate English in reading, writing and conversation.

PROFESSIONAL EXPERIENCE

Venda Tech IA - Automation and AI Agent Infrastructure

Remote | Jan 2026 - Jun 2026

- Implemented automation workflows from scratch for approximately 10 clients using n8n, APIs and webhooks.
- Created and organized Supabase/PostgreSQL tables to support automation, records and integrations.
- Configured service tags, follow-ups and rules in Wtschat/Helena, connecting automation to sales routines.
- Provided support and troubleshooting for a portfolio of more than 20 clients, including pg_cron and technical documentation.

Multserv - Administrative Assistant, SESMT Department

Aug 2024 - Nov 2025

- Handled administrative routines for the occupational health and safety department and coordinated with occupational clinics.
- Managed medical certificates and pre-employment, termination and periodic occupational health records.
- Supported budget preparation, data collection and document organization.

Mais Poderosa, Cosmetics Store - Sales Associate

Feb 2021 - Jun 2022

- Handled customer service, cash register operations and inventory control.

PERSONAL AND FREELANCE PROJECTS

- jorgetavares.dev: Technical portfolio built with Next.js and TypeScript, interactive Labs, API contracts and architecture for Vercel, n8n and Supabase/PostgreSQL; self-hosted n8n on Azure Container Apps with HTTPS and a custom domain.
- L3VEL UP: Clinic dashboard in development, focused on scheduling, clients, service, automation and integrations; landing pages, automation and Google promotion services.
- Clinica Lapidar: Built, configured and published an institutional website at clinicalapidarestetica.com.br with a custom domain, WhatsApp and Google Maps.

EDUCATION

Associate Degree in Systems Analysis and Development - Universidade Tiradentes (Unit)

Expected completion: second semester of 2026

ADDITIONAL EDUCATION

FIAP: Marketing on Social Media Platforms (60h), Prompt Engineering (80h), Autonomous Agents / Agentic AI (40h), Chatbots (60h), Business Intelligence (40h), User Experience (60h), Customer Experience Management (40h) and Leadership Communication (40h). Marketing and Prompt Engineering completed; remaining courses in progress.
GitHub Foundations: DataCamp in collaboration with GitHub (9h).
Learn AI with Google Cloud: Participated in the 2025 Guinness World Records event for the largest generative AI lesson in Latin America.
SENAC: Professional Training in Administrative Services (1,200h), completed Nov 2025.
Brastec: Administrative Assistant (40h).