



**ALEX FAVALI**  
[www.alexfavali.com](http://www.alexfavali.com)

## OBJECTIVES

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To constantly improve my skills for the benefit of the various stakeholders with whom I will be working.



## SKILLS

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- Leadership
- Lateral thinking
- Excellent communication skills
- Ability to work as part of a team
- Excellent customer service
- High work ethics
- Acting (TV, movies, TVC)
- Voiceover (Italian and English)
- Advanced computer skills with Adobe Suite (Illustrator, Photoshop, InDesign,) as well as with Office suite and other applications, both in a Mac or Windows environment
- Graphic design
- Photography

## PERSONAL DETAILS

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# PROFESSIONAL EXPERIENCE

## ACTOR/VOICE OVER

Proactively involved within the acting community in Australia and abroad, with roles in the following productions (to date):

YR2 - Wrestling match goer  
IRREVERENT - Funeral goer  
HUMBLY SELFISH - Paparazzi  
TVC Money app  
NAUTILUS - Stakeholder/Butcher  
THE REAL SANTA - Santa Claus (parties, private functions)  
GRIFFITH UNIVERSITY - Simulated patient (Sunshine Coast)

with several unpaid speaking roles for various student and community productions in Queensland and abroad

2021 - current:

## GRAPHIC DESIGNER - PHOTOGRAPHER - MD

PUNTOITALIA PTY LTD | [www.puntoitalia.com](http://www.puntoitalia.com)

Key responsibilities:

- Web and graphic design (logos, marketing campaigns, annual reports, stationery, books, etc)
- Creation of a sustainable client base
- Budgeting and accounting
- International marketing activities (in conjunction with the Italian partner Studio C.E.T. srl, Modena)
- Creation and management of economic missions (inbound and outbound also in conjunction with Studio C.E.T. and other major European partners)
- Set up and management of a dedicated server to host the various websites created for my clients through the IT arm of puntoitalia, cms hosting ([www.cmshosting.net.au](http://www.cmshosting.net.au))
- Development and marketing of professional photography services under the brand "Alex Favali Photographer"

2002 - current:

## PROFESSIONAL EXPERIENCE

### CONNECTION SUPPORT OFFICER

AUROUS LTD | [www.aurous.org.au](http://www.aurous.org.au)

Key responsibilities:

- Manage a portfolio of 80+ participants enrolled in the organisation's Community Visiting Program. This role encompasses the following:
  - ongoing monitoring of interpersonal relationships between the participants - Australian seniors - and their assigned volunteers
  - Data entry and logging utilising HubSpot and Track-It-Forward
  - Preparation of reports and summaries of monthly activities to be submitted to the organisation's CEO
- Liaise and effectively communicate with participants, family members, and other agencies.

### Graphic artist and web designer for Aurous

Most notable achievements in this role:

- developed and managed Aurous' new website
- designed Aurous' new corporate logo

07/2019 - 03/2021:

### COMMUNITY SERVICES OFFICER

CO.AS.IT. COMMUNITY SERVICES LTD

[www.coasit.asn.au](http://www.coasit.asn.au)

Key responsibilities:

- Respond to identified and emergent needs of the local community with a priority on vulnerable individuals, families and populations
- Provide a range of community and centre-based activities that best meet the social needs of individuals
- Activities aimed at fostering appreciation of culturally diverse heritages
- Facilitating playgroups, education and wellness programs
- Liaise and effectively communicate with clients, family members, community members and other agencies.
- Planning, organisation and successful completion of projects, events and resources
- Inform and educate the community by organising seminars or workshops

05/2018 - 07/2019:



**2021 - July 2017:**

## **IT MANAGER / GRAPHIC DESIGNER**

TOTAL FIRE SERVICE PTY LTD |

[www.totalfireservice.com.au](http://www.totalfireservice.com.au)

Key responsibilities:

- Design of professional and compliant fire evacuation signs for the various buildings serviced by TFS
- Liaison with the technicians to ensure that their reporting and accounting needs are met in order to reduce downtime and backlogging
- Day-to-day monitoring of the company intranet to ensure that management and staff can access sensitive information and other data in a secure environment
- Day-to-day management of office's hardware and software to prevent once again unwanted access and downloads

**1997 - 2002:**

## **SECRETARY GENERAL**

ITALIAN CHAMBER OF COMMERCE IN QUEENSLAND

Key responsibilities:

- Liaison with the Italian Government and the other Chambers members of the ICCI worldwide network
- Budgeting and accounting
- Promotional activities
- Membership drives
- Creation and management of economic missions (inbound and outbound)
- Public relations – public speaking when required
- Ongoing reporting to the Management Committee
- Day-to-day running of the office

## **PROFESSIONAL AND PERSONAL REFERENCES**

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This is a list of some of the fine individuals with whom I have had the pleasure and honour to be associated throughout the years.

### **TRINITY ROSE WARD**

Yoga teacher  
Sunnybank Hills Q 4109  
0422 234 168  
trinity333rose@gmail.com

### **CRAIG MERCER**

School teacher (retired)  
Delaneys Creek Q 4514  
0423 571 272  
cdmerc1@optusnet.com.au

### **PETER RUMPH**

Media Officer  
DRAGONS SUPPORTERS CLUB QUEENSLAND  
IPSWICH Q 4305  
0413 339 841  
rumphy666@hotmail.com

## **ACTING LINKS**

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