

# Alex FAVALI

LATERAL THINKER.

In touch with the community. Passion in everything I do.



alex@alexfavali.com ✉

0419 669 111 📞

SLACKS CREEK Q 4127 📍

www.alexfavali.com 🌐

linkedin.com/in/alexfavali in

@puntoitalia 🐦

puntoitalia 📄

## SKILLS

Graphic design

Photoshop

InDesign

Illustrator

Web design

Photography

Microsoft Office Suite

Excellent communicator

Leadership

Lateral thinker

Team player

Deadline driven

Customer service

High work ethics

Search Engine Optimisation

HubSpot

Content Management System

## WORK EXPERIENCE

### Graphic Designer - Web Designer

#### PUNTOITALIA PTY LTD

08/2002 - Present

Brisbane, Australia

Graphic and web design company that I established in 2002 to provide affordable and professional graphics and web services

#### Achievements/Tasks

- Web and graphic design (logos, marketing campaigns, annual reports, stationery, books, etc.).
- Budgeting and accounting.
- 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" [www.alexfavaliphotographer.com.au](http://www.alexfavaliphotographer.com.au)
- 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).

### Connection Support Officer - Web designer

#### AUROUS LTD

07/2019 - 04/2021

Brisbane, Australia

Non-for-profit organisation promoting the CVS Program (Community Visitors Scheme) to seniors in QLD, NSW, VIC and TAS

#### Achievements/Tasks

- Management a portfolio of 80+ participants enrolled in the organisation's Community Visiting Program.
- Data entry and logging utilising HubSpot and Track-It-Forward for the preparation of reports and summaries of monthly activities to be submitted to the organisation's CEO.
- Ongoing monitoring of interpersonal relationships between the participants (Australian seniors) and their assigned volunteers.
- Liaison and effective ongoing communication with participants, family members, and other agencies.
- Design and maintenance of Aurous' official website ([www.aurous.org.au](http://www.aurous.org.au)).
- Design of Aurous' marketing material to promote the CVS across Australia.

## WORK EXPERIENCE

### Community Services Officer CO.AS.IT. COMMUNITY SERVICES LTD

05/2018 - 07/2019

*Co.As.It. is a charitable organisation that operates in the aged care field since 1979.*

Brisbane, Australia

#### Achievements/Tasks

- Identified and addressed any emergent needs of the local community with a priority on vulnerable individuals, families and populations.
- Provided a range of community and centre-based activities that best meet the social needs of individuals aimed at fostering appreciation of culturally diverse heritages.
- Facilitated playgroups, education and wellness programs to educate and inform the community on topics of interest.
- Liaised and effectively communicated with clients, family members, community members and other agencies.
- Planned, organised and successfully completed specific cultural events and developed culturally appropriate resources.

### Graphic Designer - IT Manager TOTAL FIRE SERVICE PTY LTD

03/2010 - 07/2017

*TFS is a leading company in the fire safety industry, operating since 1975.*

Brisbane, Australia

#### Achievements/Tasks

- 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.

### Secretary General ITALIAN CHAMBER OF COMMERCE AND INDUSTRY IN QUEENSLAND INC.

07/1997 - 07/2002

*ICCI Qld is a non-for-profit organisation that creates B2B opportunities between Australian and Italian companies*

Brisbane, Australia

#### Achievements/Tasks

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

## EDUCATION

### Diploma in Accountancy Istituto Tecnico Commerciale "G. Toniolo"

1979 - 1983

Massa, Italy

#### Courses

- Banking
- Economics
- Law

## PERSONAL PROJECTS

### Certificate IV in Community Services (07/2020 - Present)

- Studying to develop a wider knowledge of best practices within the Aged Care Industry (personal interest developed during previous employment)

## REFERENCES

Craig MERCER - Primary School Teacher (retired)  
"Queensland Department of Education"

Contact: [cdmerc1@optusnet.com.au](mailto:cdmerc1@optusnet.com.au) - 0423 571 272

Peter RUMPH - Media Officer  
"Dragons Supporters Club Qld"

Contact: [rumphy666@hotmail.com](mailto:rumphy666@hotmail.com) - 0413 339 841