

**JESYLYNN**

Email: jesylynn.369689@2freemail.com

Position Applied: Room Attendant

**QUALIFICATIONS:**

* 2 years customer service experience
* Proficient in MS Word, Excel and Power point
* Flexible team player who thrives in environments requiring ability to effectively prioritize and juggle multiple concurrent projects.
* Dependable, responsible contributor committed to excellence and success.
* Enthusiastic, knowledge-hungry learner, eager to meet challenges and quickly assimilate new concepts.
* Goal-driven leader who maintains a productive climate

**EDUCATIONAL ATTAINMENT**

 Degree in Bachelor of Tourism and Management October 2016

 University of San Carlos Talamban Campus

 Cebu City, Philippines

**WORK EXPERIENCE**

**MIASCOR Ground Handling Agency** December 2016 to March, 2017

Airport Road, Lapu Lapu City, Cebu

**Customer Service Agent in Asiana Airlines and China Eastern Airline**

* Processing passenger tickets at airline ticket counters
* Handling and loading passenger luggage
* Assist passengers for the swift and efficient boarding to keep an airline’s flight on time
* Prepares passengers list reports to government agencies such as immigration, quarantine etc.
* Responsible for the ground servicing and timings of the aircraft

**Six Flags Over Texas** March, 2015 to June, 2015

Arlington, Texas, United States of America

**Ride Operator/Attendant**

* Responsible for supervising, monitoring, repairing, and attending to park rides, including boarding and securing passengers, starting rides, and ensuring passengers exit safely.
* Officer in charge for the safe operation of a given ride or series of rides throughout the park.
* Responsible for the operation of the rides

**Fame’s Weddings and Debuts** September, 2015 up to March, 2017

Maxilom Avenue Cebu, City

**Event Coordinator Assistant** (part-time)

* Coordinates with the hotels and venue for the events
* Assist guest for the program of presentations
* Attend the bride/debutant’s needs
* Help design the venue of the events
* Responsible of the lineup of wedding entourage

**SEMINARS AND TRAININGS ATTENDED**

 **Community Action for Disaster Response**

University of San Carlos

 **June 15, 2015 to September 27, 2015**

 Training on Cardiopulmonary resuscitation (CPR) and other disaster response

 **AMADEUS System Training**

 University of San Carlos

 **June 22, 2016 to October 10, 2016**

 Training on Travel Bookings

**PERSONAL INFORMATION**

Age : 21 years old Sex : Female

Civil Status : Single Citizenship : Filipino

Language : English and Tagalog Religion : Roman Catholic

Visa Status : Tourist Visa

**REFERENCES**

Available upon request