

ALKAWTHAR ALZAYER

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☎ 053 141 5834

📍 *Shargya, Saudi Ariba*

I am an excellent team worker and flexible I have great passion and energy for work and very interested in developing in my life in all respects and commitment , I am looking forward to a good opportunity that matches my interest and ambition ,also I can learn and be creative in my field easily, I very enthusiastic to undertake and learn new things. No matter what challenges I may face in the future, I CAN DO IT

Education :

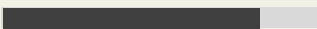
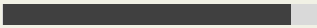
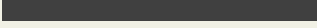
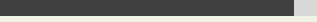
Bachelor degree with education English

Language

Imam Abdulrahman Bin Faisal University |

2017-2021

Skills :

- Attention to Detail 
- Flexibility 
- Management skills 
- Problem-solving 

Experience :

Hostess and receptionist in the executive lounge

Kempinski Hotel | DES 2021-Present

- Call guest daily to check everything
- Call next day arrival
- Check the table and food in the lounge
- Make and print welcome letter for guest
- Check in , check out for VIP guest

GUST SERVICE CENTER

Kempinski Hotel | JUN 2021-DES2021

- Guest service
- Transfer internal and external calls
- Data Entry
- data output
- Check in , check out

English teacher

Middle School | Feb-May 2021

- Teaching and following up with students
- Putting questions and tests
- Use useful strategies
- Final evaluation