

MARIA PAULA GUTIERREZ PAGGE



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1516 41 St - La Plata (Buenos Aires) Argentina

06/24/1987

• ABOUT ME

Highly resourceful and proactive candidate with over 14 years of experience in the culinary industry. I stand out not only for my culinary skills but also for my focus on administration and customer service. Passionate about operational excellence, I have built a strong track record in team management, cost control, and creating exceptional experiences for customers. My fluency in English, developed throughout my life and during two years of residency in the United States, enhances my ability to communicate effectively in a multicultural environment. I am ready to contribute my extensive experience and versatile skills in a dynamic work setting.

• EDUCATION

Secondary:

2011- Bachelor of Social Science No.
7Commercial College (Junín – Buenos Aires – Argentina)

2023 - Present:

Currently studying the second year of the Technical Degree in Broadcasting at the Higher Institute of Technical Training. ISER (La Plata)

• LANGUAGES

Spanish

Native

English

Advanced level in writing and speaking - Juan Mackinson Academy Junín (Buenos Aires) Argentina

• COURSES

2006 - Kitchen Assistant

First year full/completed - Institute Gastronomy "Ecole de Cuisine" (Rosario) Argentina

2012- Passenger Cabin Crew

"Escuela profesional de Aero navegantes" (220 hours) (Buenos Aires) Argentina
INMAE APT (Posted 08/19/2016)
License number: 95073
VISA control Number: 20142037520001

2019 - Facial aesthetics course

Dr. Mysler Laboratory (Buenos Aires - Argentina)

• WORK EXPERIENCE

March 2023 – Present: Private English Teacher (Remote)

Preparation for FIRST CERTIFICATE. Adults and students, all levels.

September 2022 – Present: Uncertified Translator

Translation of legal documents for various law firms in Capital Federal.

May 2022 – September 2022: La Capital Café and Grill (Carson City, Nevada, USA)

Waitress

November 2021 – March 2022: Maya's Mexican Grill (Lake Tahoe, California, USA)

Waitress. Kitchen Assistant. Bartender.

September 2020 – March 2021: Strange Brewing S.A. (Capital Federal)

General Manager overseeing staff. Opening and closing cash register. Vendor management. Staff allocation.

January 2018 – September 2020: SM Esthetic Center (Capital Federal)

Manager of body and facial treatments, appointment scheduling, and billing.

December 2017 – January 2018: Tapas Bar "Gallo Negro" (Capital Federal)

General Manager overseeing staff. Opening and closing cash register. Vendor management. Staff allocation.

March 2017 – December 2017: Insurance Company "Anibal Medina y Asociados" (Capital Federal)

Issuance of new policies, renewals, and endorsements. Inspection control and follow-up, as well as monitoring renewals. Preparation of reports on the state of the client portfolio. Daily and proficient use of the Office package.

• TECHNICAL SKILLS

Solid computer experience with skills in the Windows XP operating system, Office applications, and advanced knowledge of Audacity. I possess excellent PC proficiency and maintain a receptive and open attitude towards continuous learning. Specialization in handling various gastronomic software, including Maxi Rest, Comanda Point, Restorando, Square, Toast, and TouchBistro.

**May 2014 – January 2016: Helicopter Corporation
S.A. (Capital Federal)**

Operations and Presidency Assistant, serving as Cabin Crew Member for Cessna Citation I. Focused on the comprehensive organization of courses, flights, and crew coordination. Managed billing and provided assistance for VIP flights nationally and internationally. Handled administrative procedures with ANAC and other aeronautical authorities to ensure compliance with regulations in all air operations.

January 2012 – May 2014: Resto Bar "DownTown Matias" (Capital Federal)

Manager. Waitress. Reception, reservation management, customer service, and billing.

October 2011 - December 2011: HSBC Bank (Capital Federal)

Promotion and marketing of debit cards, acquiring potential clients for the bank.

**April 2010 – January 2011: Howard Johnson
Boutique Recoleta Hotel (Capital Federal)**

Different roles in the Food and Beverage (F&B) department, including waitress, cook, and additions manager. Responsibilities included stock and tableware control, as well as the overall management.

January 2010 - March 2010: Restaurant "La Nobleza Sports" (Junín)

Head of the dining area. Manager. Waitress.

April 2009 – December 2009: "La Vinoteca de Junin S.A." (Junín)

Manager. Customer service. Merchandise control. Billing and collection.

August 2008 – April 2009: Grill "La Nobleza de Tafinede" (Junín)

Waitress.