

JUAN ABRAHAM FLEITAS ORTELLADO



CONTACT

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Clorinda, 3610 Argentina

SKILLS

- Public Speaking
- Presentation Skills
- Local History
- Exceptional Communication

LANGUAGES

- English
- Portuguese
- Spanish
- French



PROFESSIONAL SUMMARY

I have been working as an English-Spanish-Portuguese tour guide, receptionist and waiter, interpreter and tour leader in Atacama Desert in Chile and as a tour leader in Singapore.



WORK HISTORY

INTERPRETER - CONFERENCIST

- Eagle Nest International Ministries, South Africa
- Used active listening skills and cultural sensitivity to convey accurate interpretations.
- Maintained message content, tone, and emotion as closely as possible.
- Provided voice interpretations for clients during special events, successfully maintaining pace with native speakers to deliver real-time comprehension.
- Interpreted remotely through video conferencing or phone to facilitate communication between parties unable to meet in person.

TOUR GUIDE (12/2015 - 10/2023)

- Andes Travel Agency, San Pedro de Atacama, Chile
- Guided groups of up to 50 people on scheduled tours.
- Built personal relationships with guests to promote positive experiences.
- Facilitated memorable experiences for diverse groups by tailoring presentations to cater to different age groups, cultural backgrounds, and language abilities.
- Demonstrated professionalism with customers, answering questions and addressing concerns to boost client satisfaction.

WAITER AND RECEPTIONIST

Maintained dynamic relations with English and Portuguese-speaking hotel guests and restaurant clients. Delivered front desk and table service ensuring a welcoming and smooth experience.

WAITER AND RECEPTIONIST

Handled guest check-ins and service tasks with attention and professionalism, enhancing guest satisfaction and comfort in both hotel and restaurant settings.



EDUCATION

Barista

- CIC, Buenos Aires, Argentina

High School

- Colegio 401 San Francisco De Asís, Clorinda, Argentina

English Language

- Wall Street Institute School of English, Buenos Aires, Argentina