

Edad: 23

## **ACADEMIC TRAINING**

- U.E. "Batalla de Matasiete", Bachiller en Ciencias
- 3rd year of medicine, UCV.
- Venezuela(stand by)
- Computer science(UTS, on line)

## **CURSES**

Community Manager(Creative designs, 2022)
Professional Makeup( Foto Pose Makeup)
Sales (Udemy Academy, 2023)
German A1(FUNDEIM)
German A2.2( Deutsch mit zaloa)
English (FUNDAC)

## **LANGUAGES**

Intermediate English (studying)
 German: Level A2.2 (studying)
 Spanish(native).

## **CONTACT ME AT**

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# Valeria D. Torres

I consider myself a dedicated and passionate person when performing a job. My main focus is to provide excellent customer service and ensure user satisfaction. During my professional career I have worked in diverse environments, from small businesses to large corporations, which has allowed me to adapt quickly to different situations and to grow professionally and personally. I am looking for a challenging position that will allow me to further develop my intellect and skills.

### WORKING EXPERIENCE

# Recepcionist Hotel Windham Concorde

bilingual recepcionist

- Check in guests
- Manage requests
- Collect payment of reservations and consumptions
- Receive national and international guests
- Provide the necessary information

## Travel Advisor

(Viajes Margarita)

 Offer tour packages, employ sales strategies, visit hotels, manage KIU reservation system.

## Custumers advisor

(Tiendas Daka, C.a (27/03/23 hasta 22/06/23)

Validate warranties, activation of warranties.

Organize invoices and upload them to the system, for the departure of the shipping trucks.

 Validate warranties, activate warranties to exchange defective products.

### Hostess and promoter

(Budhabar, Las Mercedes, Caracas)

Receive customers at the entrance with welcome spreach, guide them to their tables, take the bill and ask them about the quality of the service. In events ensure compliance with the protocol.

# sales consultant for Bridal Room Boutique

(Cc La Vela, Nueva Esparta)

On-line and in-person customer service for guests or bridal party. Inventory, price the dresses, collect payment.