

Manuel Figueroa



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📍 San Martin, Buenos Aires

Objective

A skilled and passionate Cosmetologist, seeking to apply my expertise in skincare and beauty treatments aboard a cruise ship. Eager to deliver exceptional service and contribute to a positive guest experience.

Professional Experience

Axion Energy (Petroleum Company) — Beach Dispatcher / Administrative Assistant
2019 – 2023

Managed the dispatch of shipments at the beach.

Provided customer service at the spot, assisting clients with inquiries.

Performed administrative tasks, including documentation and record keeping.

Monitoring Center, Palermo Racetrack — Security and Administrative Assistant
2023 – Present

Monitor security cameras and ensure the safety of the premises.

Handle administrative tasks, including data entry and report generation.

Collaborate with the team to maintain a safe and efficient environment.

Education

Cosmetology Diploma — Graduated

High School & Primary School — Completed

Currently studying Cosmeatria (advanced aesthetics).

Skills

Intermediate English proficiency.

Strong interpersonal skills — friendly, sociable, and a team player.

Excellent customer service and communication skills.

Skilled in administrative tasks and office management.

Knowledgeable in food safety and hygiene (Certified).

Certifications

Food Handling Safety & Hygiene Course.