



María Sofía Villalba

English Language Teacher

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✉ mariasvillalba@gmail.com

ABOUT ME

I am a discipline, responsible person. Who has good communication and is committed with her work.

PERSONAL DETAILS

Nationality: Argentinian.

Date of Birth: 10/05/
1991

Height: 5'5 feet (167 cm)

LANGUAGES

Spanish: Native.

Portuguese: B2 level.

French: B2 level

English: C2 level.

EDUCATION

English Language Teacher

Instituto San José,
Santiago del Estero,
Argentina 2021

WORK EXPERIENCE

**El Closet de Preta Santiago del Estero, Argentina.
Jan 2023- Present**

Shop Assistant

- Assisted with sales support and post-sales follow-ups.
- Maintained inventory and scheduled new shipments when necessary.
- Helped to build and foster relationships with customers.
- Helped with window displays and shop decor.
- Completed check-lists and assisted with additional tasks as needed.

**Hotel Altos del Estero Santiago del Estero,
Argentina. Jan 2023- March 2024**

Hostess

- Used advanced level of English to effectively communicate with the clientele.
- Ensured the highest level of service and customer satisfaction.
- Managed guest reservations, seating arrangements and special request promptly and efficiently.
- Collaborated with the team to maintain a clean, organized and aesthetically pleasing environment.
- Handled guest complaints and resolved issues to ensure a positive experience for all.

**Move On Institute, Cordoba, Argentina.
March 2022- Jan 2023**

Remote English Teacher

- Taught English to Spanish speaking students.
- Focused on improving students' communication skills.
- Encouraged students to enhance their adaptability by being openminded with new situations.
- Created all course material including quizzes and reading samples.
- Used technological apps to create engaging activities for the students.

**Tolsky Brewery, Santiago del Estero,
Argentina. April 2017- Jan 2021**

waitress

- Responsible for ensuring customer satisfaction.
- Managed inventory.
- Maintained a clean and safe environment for customers and employees.