

Curriculum Vitae

Personal information

First name/Surname

Valentina Gallina

Address

Gramsci street, 29, Concesio (BS) Italy

Telephone

Mobile:0039/3391423084

E-mail

Valentina.gallina.vg@gmail.com

Nationality

Italian

Date of birth

19th April 1986



Desired employment / Occupational field

I would like to be enrolled in a dynamic and flexible working team, who let the people grow up in the personal and working plan, having the possibility to transmit the know how acquired in the past experiences.

Improving my languages skills.

Work experience

Dates

6/13- 7/13

Occupation or position held

Waitress

Main activity and responsibility

Guests attention.

Name and address of employer

LUZ DE GAS BAR Barcelona Spain

Dates

11/12-04/13:

Occupation or position held

Receptionist

Main activities and responsibilities

check-in/check-out;
front office and back office;
guest's attention and assistance.

Name and address of employer

HOTEL HELVETIA, (3 STARS SUPERIOR) Livigno, Italy.

Dates

05/12-10/12:

Occupation or position held

Receptionist

Main activities and responsibilities

check-in/check-out;
reserves administration.
guest's attention and tourist information.

Name and address of employer

HOSTAL OCEAN VIEW. San Sebastian, Spain.

Dates 09/11-03/12
Occupation or position held Barlady
Name and address of employer **KINKI'S JAMAICA** Brescia (BS) Italy

Dates 05/10- 10/10
Occupation or position held Barlady
Main activity and responsibility Serve drinks and make cocktails
Name and address of employer **BAR LA CONSENTIDA** San Sebastian, Spain.

Dates 05/09-9/09
Occupation or position held apprentice
Main activities and responsibilities giving informatios about the main touristic sight of the zone.
Touristic package,guided tours and events organization.
Name and address of employee **ATP Moniga Del Garda** Garda Lake, ITALY

Academic formation

2007-2010:
VERONA UNIVERSITY:
Faculty of languages, degree in cultures and languages for the international tourism.

2009 :
DEUSTO UNIVERSITY:
Campus San Sebastián. ERASMUS EXCHANGE, international tourism.

Mother tongue Italian

Other languages **Spanish;** good knowledge, written and spoken (C1 Level)
English; good knowledge, written and spoken (C1 Level)
French; Studying

Computer skills and competences Good knowledge of Microsoft Office, word, excell, power point.
Good use of Internet and e-mail technologies.
Use of Hotels manager programs.

Driving licence Italian licence, B, C

