# First & Last Name

**Contact details in your home country**

email:

telephone:

mailing address:

**Country of Citizenship:** Write your citizenship

**Desired Position:** Food and Beverage, Bar, Culinary, Porter, Kitchen Steward, Front Desk

**Desired Start Date:** DD/MM/YYYY

**Video Link:** Do not fill

|  |  |
| --- | --- |
| PROFESSIONAL EXPERIENCE | |
| **Position:** Your position | **Location:** City, Country |
| **Company:** Full Company name | **Duration:** DD/MM/YYYY to DD/MM/YYYY |
| **Business Type:** 5-Star Hotel, Café, etc… | |

Responsibilities & Achievements

* EXAMPLE: Maintained wait stations and ensured food service areas were clean
* EXAMPLE: Bussed tables and ran food to tables
* EXAMPLE: Provided excellent customer service

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| --- | --- |
| **Position:** Your position | **Location:** City, Country |
| **Company:** Full Company name | **Duration:** DD/MM/YYYY to DD/MM/YYYY |
| **Business Type:** 5-Star Hotel, Café, etc… | |

Responsibilities & Achievements

* EXAMPLE: Ensured guests enjoyed a quality dining experience from start to finish
* EXAMPLE: Managed the grill station during lunch and dinner service
* EXAMPLE: In charge of training and hiring all new staff

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| --- | --- | --- |
| **Position:** Your position | **Location:** City, Country | |
| **Company:** Full Company name | **Duration:** DD/MM/YYYY to DD/MM/YYYY | |
| **Business Type:** 5-Star Hotel, Café, etc… |  |  |

Responsibilities & Achievements

* EXAMPLE: Ensured guests enjoyed a quality dining experience from start to finish
* EXAMPLE: Completed all additional duties as assigned
* EXAMPLE: Adhered to all company policies and procedures

TO ADD EXPERIENCE, COPY AND PASTE FULL SECTION HERE

|  |  |
| --- | --- |
| Education | |
| **Field of Study:** Name of program | **Location:** City, Country |
| **School:** Name of school | **Duration:** DD/MM/YYYY to DD/MM/YYYY |
| **Degree Earned:** Name of Degree | |

|  |  |
| --- | --- |
| **Field of Study:** Name of program | **Location:** City, Country |
| **School:** Name of school | **Duration:** DD/MM/YYYY to DD/MM/YYYY |
| **Degree Earned:** Name of Degree | |

TO ADD EDUCATION, COPY AND PASTE TEXT BOX HERE

## Language Level

**English:** Native, Advanced, Intermediate, Basic

**[Other Language]:** Native, Advanced, Intermediate, Basic

**[Other Language]:** Native, Advanced, Intermediate, Basic

## Awards & Certifications

Describe any awards received

Describe any certifications achieved

Notice!

Terms and Conditions to be sent and expected to be signed shortly after filled the resume.

All completed documents please send to info@workandtravel.ee