

FRANCINE CARNEVALE

3932 De La Duchesse. Laval. Qc. f.carnevale@hotmail.com. 514.730.4950

Wedding Planner Team Player Driven
Creative Hard working Persistent Interior Decorator
Energetic
Outgoing

CONTACT INFORMATION:

ADDRESS: 3932 De La Duchesse, Laval QC

HOME: 450.664.3435 **CELL:** 514.730.4950

EMAIL: f.carnevale@hotmail.com

EDUCATION:

LaSalle College, Event Planning; 2012

Diploma Obtained

WPIC, Wedding Planning; 2011

Diploma Obtained

Dawson College, Interior Design; 2010

LANGUAGES:

English

French

Italian

COMPUTER PROGRAMS:

Windows

Word

Excel

PowerPoint

AutoCAD

3DSMAX

Simply Accounting

HOBBIES:

Travel

Swimming

Music

Reading

Decorating

PROFESSIONAL EXPERIENCE:

Wedding/Event Planner: **Creations Sogni D'ori, 2012**

Entrepreneur

Plan every detail and aspect in my clients wedding

Day of coordination

Consultation with clients and suppliers

Saleswoman: **The Baie & Company, 2012**

Cashier

Sales associate,

Provide shopping assistance to customers

Secretary: **Entreprise Raymond Lachapelle, 2011**

Answer business calls and make appointments

Type up estimates, bills and guarantees

Filing and necessary accounting

Assistant Florist: **Fanadica Florist, 2011**

Assist event set up (corporate and leisure)

Make arrangements

Providing Customer service

Cashier/Customer service: **Patisserie St.Martin 2007**

Process orders for cakes and buffets

Preparation of orders and follow up with clients

Attend trade shows

Cashier (open and closing of cash)

Customer service

Train new employees

VOLUNTEER:

Maddy K Atelier, 2012

Book appointments for clients

Phone call and email inquiries

Christina Louiso Independent Fashion Stylist, 2011

Set up Naffem Leather fashion show

Select and pick up accessories for models

Model dresser

Assist in several photo-shoots

**REFERENCES AVAILABLE
UPON REQUEST**

Hope to speak soon: 514.730.4950