Ashley C. Ellazar

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Montreal, Quebec

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**OBJECTIVE:** To find a job that can fully utilize my knowledge and capabilities.

**EDUCATION:**

Hotel Management Techniques program Diploma 2013

LaSalle College, Montreal

Social Science: Travel and Tourism program Diploma 2010

Dawson College, Montreal

High School Diploma 2006

La Voie High School, Montreal

**PERSONAL SKILLS:**

* Honest, reliable, flexible
* Sociable and enjoy working with people
* Strong organizational skills
* Work well as a team member and adapt well to new situations
* Courteous, diplomatic, enthusiastic attitude
* Self starter, learn quickly

**SPECIAL SKILLS**

* Knowledge in all Microsoft Office applications, Internet
* Intermediate French
* Capable to operate IQware and Maitre’D system

**WORK EXPERIENCE**

MARRIOTT RESIDENCE INN MONTREAL AIRPORT Montreal, Quebec

Food Attendant April 2011 – Present

* Greet every guests with a smile
* Interact with the guests
* Replenish breakfast items
* Clear out tables
* Maintain cleanliness
* Answer questions

MAISON DE LA PRESSE Montreal, Quebec

Sales Associate March 2007 – December 2008

* Greet customers
* Cashier
* Price merchandise and refill
* Thoroughly scan every piece of merchandise for inventory control
* Use my awareness to assist customers
* Maintain cleanliness of store

**VOLUNTEER EXPERIENCE**

* Helped students do homework at Simonne-Monet School
* Coordination of children’s activities for Christmas
* Supervised servers, coordinated with the kitchen and the bar at the same time in the non- benefit events held in Marche Bonsecours and Olympic Stadium
* Banquet Supervisor at a non-profit organization at Marche Bonsecours, Montreal
* Food supervisor at a non-profit organization at Olympic Stadium, Montreal
* Waitress and runner (school training) at Restaurant La Fuchsia, Montreal

**EXTRACURRICULAR ACTIVITIES**

* Enjoy music
* Enjoy photography and travel
* Enjoy movies and series
* Enjoy reading
* Enjoy learning languages
* Former Member of The Filipino Children’s Choir of Montreal

References available upon request