



# Tran Hoang Khang

RECEPTIONIST

## PROFILE

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📍 112/26 Ngô Gia Tự, phường 9, quận 10

## INTERESTS

Sports : Football, Billiards, ...

Music

Fashion

## ADDITIONAL INFORMATION

Sex : Male

Hight : 72kg

Tall : 1m80

## OBJECTIVE

Looking for a job with a professional, dynamic environment and advancement opportunities.

Promoting all abilities, knowledge and experience to contribute to the development of the hotel.

Improving self-discipline.

Improving English communication skills

## WORK EXPERIENCE

### TRAINEE ROOM SERVICE

June/2022 - September/2022

#### Rex hotel

Working in a 5-star professional environment

Receive room numbers for guests checking out - checking in on the same day to prepare and clean for guests to enter and exit the room

Special setup for VIP guests at the hotel When guests have problems with Hotel

Prepare an apology cake to send to complaining guests to create sympathy for the hotel with customers

### TRAINEE F&B

August/2021 - November/2021

#### Restaurant Oriental Pearl ( Landmark 81 )

Receive information from guests booking parties, prepare tables and chairs in Asian and European styles according to guests' requests.

Serve and support guests when booking parties.

Prepare buffets for guests' requests.

### CASOUL LABOUR

June/2018 - August/2018

#### GEM center

Two weddings:

-Prepare food and water for guests

-Instructions for arranging dining tables for guests

-Customer support at the beginning of the party

Clean up after the guest leaves.

A company banquet.

-Prepare food, drinks, and pens for guests

-Instructions for arranging dining tables for guests

-Customer support at the beginning of the party

Clean up after the guest leaves.

## EDUCATION

### HOSPITALITY MANAGEMENT

MAR/2018 - November/2022

#### Hồng Bàng university international

Bachelor of HOSPITALITY MANAGEMENT