



Contact & Details

Date of Birth : xxx October 2001
IC Number : xxxxxxx-12-xxxx
Address: Lot xxx, House xxx
Taman xxxxx
Origin : Kota Kinabalu, Sabah
Phone : 016-123456
Email :
xxx.yyyy@gmail.com

Skills

- Communication Skill
- Leadership Skill

Language Mastery

- English - Intermediate
- Mandarin - Intermediate
- Malay - Basic

Computer Skills

- Microsoft Word - Intermediate
- Microsoft Excel - Basic
- Microsoft Power Point - Intermediate

About Me

I am a young hotel management student seeking a position for my internship in the field of hotel management. I want to take this opportunity to apply my knowledge and skills to increase my experience in the hotel management, and also for continuous improvement in the future.

Educational Background

SECONDARY EDUCATION

SMXXXXX, Kota Kinabalu | 2014 - 2018

- Treasurer and Active Member of Chinese Club
- School Magazine Editor

TERTIARY EDUCATION

Asian Tourism International College, Kota Kinabalu | MAY 2019 - APR 2021

- Diploma In Hotel Management

Work Experience

PART TIME CASHIER & SALESPERSON | EUREKA STORE
| December 2018 - January 2019

- Handled Payments and Receipts
- Provided Quality Customer Service

SALESPERSON & KITCHEN HELPER | Damai | Every
School Holiday

- Handled Customer Order
- Handled Payment & Receipts
- Provided Quality Customer Service

FLORIST AND SALESPERSON | XUN Personal business|
November 2020 - Now

- Provided Quality Customer Service
- Handled Customer's Order
- Handled Payment and Receipts