

DIVAN DE BRUIN

Gender: Male

Age: 26

Nationality: South African

Address: 5921 Town Bay Drive
City: Boca Raton
State: Florida
Country: United States

Mobile: 561 562 9481

E-Mail Address: divan.debruin25@gmail.com

PROFESSIONAL EXPERIENCE

Company: **Woodfield Country Club**
City: Boca Raton
State: Florida
Position: Server & Food Runner
Dates: February 2022 – Present
Duties: Serve customers promptly.
Maintain a friendly, courteous and professional manner.
Ensure presentation of food meets club standards at all times.
Promote and sell products as well as up-sell on existing orders.

Company: **AMS Attorneys Inc**
Suburb: Bluff
Town/City: Durban
Position: Public Relations Officer
Dates: August 2019 – January 2022
Duties: Worked to maintain positive client relationships, resulting in Many client referrals.
Planned and co-ordinated meetings and special events.
Continually researched new business opportunities in the market.
Address any additional needs or concerns of the client, working continually to satisfy the client.

Company: **Rogue Models**
Suburb: Umhlanga
Town/City: Durban
Position: Brand Ambassador
Dates: November 2015 – June 2019
Duties: Provided customers with relevant product information and suggestions.
Delivered inventory reports to my supervisor in a timely fashion each and every week.
Remained punctual and professional at all times.

Company: **Lords and Legends**
Suburb: Bluff
Town/City: Durban
Position: Server
Dates: November 2014 – March 2016
Duties: Staff cash ups
Stock ordering and control
Food cost control
Remained professional and polite under all circumstances.
Customer liaising
Worked as team member to achieve highest level of customer service.

EDUCATION

Tertiary:
Institution: **IIE Varsity College**
Suburb: Durban North
Town/City: Durban
Qualification: Honours in Management and Leadership
Duration: February 2018 – November 2018
Year completed: 2018

Institution: **IIE Varsity College**
Suburb: Bluff
Town/City: Durban
Qualification: Bachelor Of Commerce
Duration: February 2015- November 2017
Year Completed: 2017

Secondary
Institution: **Glenwood High School**
Suburb: Glenwood
Town/City: Durban
Grade completed: 12
Year grade completed: 2014

Courses

Institution: **TEFL Fullcircle 160 Hours**
Town/City: Online
Qualification: Advanced Certificate in Teaching English as a Foreign Language
Duration: August 2021
Year completed: 2021

REFERENCES

Name: Ingrid Hope
Company: **Woodfield Country Club**
Town/City: Boca Raton
State: Florida
Mobile: +1 561 994 1000

Name: Sumeshni Naidoo
Company: **AMS Attorneys Inc**
Suburb: Bluff
Town/City: Durban
Mobile: +27 72 065 3556

Name: Tanya Cheyne
Company: **Rogue Models**
Suburb: Umbilo
Town/City: Durban
Mobile: +27 82 312 4188

Name: Deon Lottering
Company: **Lords and Legends**
Suburb: Bluff
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