

## Emma Bergner

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Born: 10 april 1989  
Nationality: Swedish  
Languages: Fluent in English and Swedish

### Work experience in Sweden

#### Receptionist, Hotel Scandic, Stockholm

Scandic is the largest Nordic hotel operator with a network of approximately 280 hotels. While studying and between travelling I've worked at the front desk for Scandic Hotel Malmen (332 rooms). I've handled the usual tasks in the reception, welcoming guests, check-in and check-out, sales and guest reviews.

Time: 2014 - 2019

#### Head of visitor center, Valla Staden 2017

Valla Staden 2017 was Sweden's largest housing and community exhibition held in September 2017 in Linköping. During these three weeks open, 75,000 visitors came. I had the main responsibility for the information center. My role included guiding and leading my team during the fair, meeting different visitor groups such as company groups, industry professionals and individuals, sales of books and information materials. Time: Fall 2017

#### Tourist information, Visit Linköping

Visit Linköping & Co markets and develops Linköping as one of Sweden's leading visitor, event and conference destinations. My job was promoting the company and the city. In practice my main responsibility was to assist visitors and distribute information about Linköping and surrounding areas. I also produced marketing material for different events, events held for 10 000 participants and the City festival.

Time: Summer 2017.

#### Receptionist and Assistant, Erik Olsson Fastighetsförmedling

Erik Olsson Fastighetsförmedling is a real estate agency with five offices in five different locations around Sweden. During the summer, I worked for Erik Olsson Fastighetsförmedling. I was responsible for opening and closing the office, greeting and helping clients, organising meeting rooms and assisting the agents.

Time: Summer 2013.

### Working holiday abroad

#### Canada, 2020 - 2021

During my time in Canada, I worked at a hostel in the reception, I also got a job in a consignment store and ended with housekeeping.

#### New Zealand, 2017 - 2018

During my time in New Zealand I first worked at a kiwi farm, during the winter I did a season at a ski resort and ended at a kiwi and apple farm.

#### Australia, 2015 - 2016

During my time in Australia, I first worked with housekeeping at a hostel and then on a banana farm packing bananas.

### Education

*Preparing to Manage Human Resources*, University of Minnesota, 2020

*Tourism – Specializing in cultural heritage*, Linköping University, Linköping, 2013 – 2017

*Event management*, Valla Folkhögskola, Linköping, 2012 – 2013.

*Photography*, Riddarfjärdens Gymnasium, High school, Stockholm, 2006 – 2009.

*Elementary school*, Västbergaskolan AB, Stockholm, 1997 – 2006.

*Elementary school*, Lucille M. Nixon Elementary, Stanford, CA, USA, 1995 – 1997.