



JULIA MUSTONEN

PROFILE

I'm very social and positive person and I get along well with everyone. I'm hardworking and I strive to do my best in every situation.

Finnish - Motherlanguage

English - Fluent

Swedish - Basics

EDUCATION

Vantaa Vocational College Varia
2010 - 2013

Vocational Qualification
in Security and Safety,
Security officer

CONTACT

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MY REFERENCES

Capricorn Holiday Park
-Nick Wootton, (+61) 410 089
459

Securitas Oy
- Susanna Alen, (+358) 40 6720
840 , susanna.alen@securitas.fi

Silk Hospitality
- Heidi-Lea Niemi, (+61) 403
655 507,
heidi.niemi@silkhospitality.com
.au

K-Rauta
- Tuula Stubb (+358)
503687078,
tuula.stubb@kesko.fi

CAREER SUMMARY

Receptionist
Capricorn Holiday Park
1/2023- (Australia)

- Guest arrivals, departures and reservations
- Daily duties with RMS
- Cashing up and balancing of tills, end of day balancing

Bartender/Waitress
The Walkabout & The Landing
2018-2019, 2022
(Australia)

- Taking orders and serving the customers, preparing birthday parties in kids area, delivery service ,opening and closing duties.

Content Moderator
Teleperformance 5/2021-7/2022 (Portugal)

- Moderating user-generated content on well-known social media platform by reviewing strong graphic images, videos, and written content to ensure the content meets the community guidelines and to escalate any content that violates the parameters set.

Sales Advisor
K-Rauta 6/2020-12/2020

- Answer incoming calls and respond to customer's emails
- Reclamations
- Daily duties with SAP-system
- Assisting K-Rauta stores
- Providing order and delivery information to the customers

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CAREER SUMMARY

Service Center Officer/ Self-service hotel customer service

Securitas Oy 06/2019-10/2019 (Finland)

- Answer incoming calls and respond to customer's emails
- Remote access and monitoring
- Reclamations
- Key management
- Self-service hotel customer support

Housekeeper

Silk Hospitality, 05/2018-07/2018

(Gold Coast, Australia)

- Cleaning rooms and helping my team in busy tasks

Receptionist

Securitas Oy 6/2013-06/2016,11/2016-4/2018 (Finland)

- 25 different business parks and premises
- Access control
- Receiving guests
- Switchboards
- Postal services
- Invoice pre-handling
- Coffee servings
- Handling lunch vouchers and other vouchers for personnel
- Key management
- Other busy tasks, depending on the customer

Telemarketer

Restakoti Oy 06/2016-10/2016 (Finland)

- Acquiring clients for one of the biggest rooftop and flue company in Finland

Salesperson in different exhibitions

GoPro 2010-2012 (Finland)

- Marketing cameras and accessories