

ERI KATO

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EDUCATION

Cornell University, School of Hotel Administration

Candidate, Bachelor of Science

May 2020

PROFESSIONAL EXPERIENCE

The Statler Hotel

September 2016 – present

Guest Services Agent

- Responsible for guest service via the telephone communication channel
- Aid the front office department during peak times

Hotel Ezra Cornell

September 2016 – present

Program Manager

- Assisted the program director with the hosting of *Hotel Ezra Conversations* events
- Responsible for the guest experience of *Hotel Ezra Cornell* 92 guest speakers

TEDxShanghaiAmericanSchool

January – June 2016

Founder and Co-Organizer

- Trained the executive team and all volunteers
- Official TEDx licensee for the event

English Service Project

2013 – 2015

Regular Teacher

- Taught English classes to SAS school guards every Wednesday throughout the school year
- Created lesson plans and hosted group meetings for Wednesday teachers

LEADERSHIP EXPERIENCE

Student Government

2014 – 2016

Student Body President

- Lead E-Board members and class representatives in hosting elections and addressing student concerns
- Spearheaded Student Government's transition to an advocacy-based organization
- Assisted in the 2016-2017 administrative turnover of Shanghai American School, Pudong Campus

Model United Nations

2012 – 2016

School Team Secretary General

- Held weekly training sessions to prepare delegates and student officers for conferences
- Led the Secretariat team in the organization of the fourth annual session of SHASMUN

EXTRACURRICULAR ENGAGEMENT

Cornell University Chorus | After Eight A Capella | Cornell Hotel Society | Hotel Ezra Cornell

Varsity Forensics (Speech and Debate) – Debater, Extemporaneous Speaker, Oral Interpreter

AWARDS

EARCOS Global Citizenship Award

May 2015

Awarded by the East Asia Regional Council of Schools

Leadership Award

May 2016

Awarded to one graduate of 2016 by Shanghai American School Pudong Campus

SKILLS

ABRSM Diploma Certification in Piano Performance - Awarded with Distinction

Fluent in Mandarin, Japanese, and English