



andrea siano

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☎ **Phone number:** (+353) 0858176409

Gender: Male **Date of birth:** 03/10/1990 **Nationality:** Italian

ABOUT ME

An open minded and extroverted graduate in East Asian Languages who would be pleased to prove himself in new ways. Good problem solving skills and fond of languages, especially chinese and japanese. Looking for the occasion to work in a fun and challenging environment

WORK EXPERIENCE

[2021 – Current] **Duty manager assistant**

The Gresham

City: Dublin

Country: Ireland

Main activities and responsibilities:

- Greeting guests
- Answering guests queries
- Carrying luggages
- Assisting Duty manager

[07/2021 – 12/2021] **Transcriptionist**

Appen/Project Bryant

City: Bologna

Country: Italy

Main activities and responsibilities:

- Providing accurate audio trascriptions in italian
- Supervising audio accuracy of other teams

[2015 – 2017] **Foreign office advisor intern**

CGIL Immigration Office

City: Bologna

Country: Italy

Main activities and responsibilities:

- Replying offices' corrispondence
- Supporting foreigners with immigration procedures
- Managing appointments

[2013 – 2014] **Humanitarian advisor**

Green Peace

City: London

Country: United Kingdom

Main activities and responsibilities:

-Fundraising for the ONG

[2012 – 2013] **Shop assistant**

Primark

City: London

Country: United Kingdom

Main activities and responsibilities:

-Refiling and ordering stocks

-Providing general advice to customers

-Selling products and maintaining the shop

EDUCATION AND TRAINING

[2004 – 2009] **High School Diploma**

Hospitality and Catering School

Address: Genoa, Italy

[2016 – 2019] **Bachelor degree**

***Languages, Markets and Cultures of Asia and Mediterranean Africa ALMA
MATER STUDIORUM***

Address: Bologna, Italy

[2021 – Current] **Master Degree**

Tourism and Hospitality Management ROME BUSINESS SCHOOL

Address: Rome, Italy

[2021 – Current] **Diploma in Computer Programming**

IBAT

Address: Dublin, Ireland

LANGUAGE SKILLS

Mother tongue(s): Italian

Other language(s):

English

LISTENING C1 READING C1 WRITING C1

SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1

French

LISTENING B2 READING B2 WRITING B1

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

Chinese

LISTENING B1 READING B1 WRITING B1

SPOKEN PRODUCTION B1 SPOKEN INTERACTION B1

Japanese

LISTENING A2 READING A2 WRITING A2

SPOKEN PRODUCTION A2 SPOKEN INTERACTION A2

DIGITAL SKILLS

Microsoft Office, Microsoft Word, Microsoft Excel, Outlook, Facebook, Google | Power BI, Excel, Power Point | HTML5/CSS, Javascript