

CARLOTA GÓMEZ TAPIA

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EDUCATION

University of Bath, Bath UK (September 2015 - June 2019) (expected 2.1)

- Bsc. International Management and Modern Languages (French) with 3rd year placement
- Relevant Modules: *Marketing, People & Organisations, European Business Law, Macroeconomics, Microeconomics, Accounting, Quantitative Methods and Data Analysis, National Business Environment of the UK, French Politics and Society, French Written and Spoken Language*

Hong Kong International School (HKIS), Hong Kong SAR (January 2012 – June 2015) (GPA 3.8)

- Advanced Placement Programme
- Relevant Modules: *AP Spanish Language, AP French Language, AP United States Government and Politics, AP Comparative Government and Politics, AP World History, AP Capstone Pilot Programme*
- Recipient of the Merit Scholarship Award awarded by Hong Kong International School, 4 candidates out of 200 students.

American School of Madrid, Madrid SPAIN (September 2001 – December 2012)

WORK EXPERIENCE

INTERN at Golden Sky Jet Aviation, Beijing, China (1 June 2016 – 30 June 2016)

- Golden Sky Jet Aviation is the main private aircraft handling company in Beijing.
- Dealt with clients and learnt the basics of private aircraft customer service in a Chinese environment with only Chinese speaking work colleagues.
- Developed my teamwork skills in an office environment.
- Improved my communications skills when having to deal with junior or senior managers.

SALES INTERN at Air China, Beijing, China (1 July 2016- 25 July 2016)

- Air China is the largest airline in the People's Republic of China. As an intern, I was in the sales department selling flight tickets to customers.
- Worked with partner airlines and Star alliance to offer deals to clients.
- Learned about customer service and the importance of customer loyalty.
- Developed my organisational skills when having to deal with a lot of paperwork.

TEAMWORK AND LEADERSHIP

CHAIR of Spanish Society, Bath UK (September 2016- June 2017)

- Collected funding from our sponsors and organized social events such as culture exchanges and social gatherings. Aiming to maintain its reputation as one of the most successful societies in the University.
- Publicised and marketed social Spanish events on social media, flyers and communicated with other societies to organize bigger events.

PEER MENTOR, Bath UK (September 2016- June 2017)

- Mentor and support first year students to integrate into University life.

MANAGER, HKIS Fashion Show, Hong Kong SAR (August 2012 – June 2015)

- Organized an annual fashion show that raises around 42,000 pounds for charity.
- Communicated with clothing sponsors who lent clothes and money sponsors like banks and organisations who paid for the fashion show's costs. In exchange, the committee would promote our sponsors in the brochure, website, social media pages and marketing campaign.
- Improved communication skills dealing with the different committees

LEADER of the National Honour Society HKIS, Hong Kong SAR (August 2014 – June 2015)

- Led events throughout the school aimed to promote leadership and develop character in the students of HKIS.
- Carried out organizational work throughout all levels of administration in school.

HEAD of the Citizens Foundation HKIS, Hong Kong SAR (August 2013 – June 2015)

- The Citizen's Foundation is a non-profit organization that aims to educate underprivileged children in Pakistan.
- Fundraised events, organized club meetings, contacted the organization, and employed a wide variety of marketing strategies to raise awareness to the issue.

AMBASSADOR at the American School of Madrid, Madrid SPAIN (September 2010 – June 2011)

- Assisted administration to reach out to students by building a social network campaign.

SKILLS**LANGUAGES**

- **SPANISH – Native**
- **ENGLISH – Bilingual**
- **FRENCH -- Advanced**
 - Summer 2011/12 **Ecole des Roches**, camp in Normandy
 - Summer 2013 au pair to French Family with three little kids in Langeais
- **CHINESE – Intermediate** (HKS level 4 diploma, equivalent B2)
 - Summer 2013 Intensive Course at Beijing Language and Culture University
 - Summer 2014/15 Intensive course in Dalian Smile Chinese Institute

COMPUTING

- Advanced user of Microsoft Word, PowerPoint, Excel, Keynote, Final Cut Pro, iMovie

INTERESTS**VOLUNTEERING**

- **Boracay Global Academy, Boracay PHILIPPINES (MARCH 2015)** - taught and led an empowerment programme aimed to encourage young adults to make a difference in their community.
 - *The empowerment brochure created by my group is now being used in other local schools.*
- **Missionaries of Charity, Kolkata INDIA (MARCH 2014)** - volunteered in Shanti Daan, a centre for handicapped women
- **Husk Cambodia Organisation, Siem Reap CAMBODIA (MARCH 2013)** - taught English and helped build schools at Kompheun Community School.
- **G02 Serve Foundation, Sichuan CHINA (FEBRUARY 2012)** - taught English at Ark Orphanage

SPORTS

- Have been playing Volleyball for 7 years. Competed in a local league HKSSF (The Hong Kong Schools Sports Federation) and an international league APAC (Asia Pacific Actives Conference). Currently part of University of Bath's Woman's First Volleyball team.
- Hold a Scuba diving license.

SOCIETIES

- Member of Bath Entrepreneur Society and Management Society at University of Bath

Referees available upon request