

# Glacylda Jesca Antonano

Dubai, United Arab Emirates

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An independent and self-motivated individual.

## Personal Details

**Birth Date:** 2004-06-16

**Eligible to work in United Arab Emirates:** Yes

## Work Experience

### **Operations Assistant**

LUXE Premium Holiday Homes LLC

November 2023 - present

- Assisting the Operations Manager
- Weekly price optimization
- Refreshing and creating listings
- Operations management support to my fellow managers
- Social media management.

### **Interior Design Intern**

LUXE Premium Holiday Homes LLC

November 2023 - present

- Giving assistance to my manager with mock ups based on the companies packages.
- Assisting with property inspections & reporting : dimensions and snagging.
- Assisting with floor planning and space layouts for properties under development or renovation.
- Contributing with developing Mood Boards, presentations and design proposals and communicating ideas to clients and stakeholders.
- Using AutoCAD, SketchUp and other softwares.
- Site Visits.
- Assisting with Vendor and supplier coordination.
- Helping with preparing design documentations, that includes drawings, specifications and schedules, to ensure design can be executed accurately.
- Market Research and Trend analysis.
- Design library maintenance.
- Collaboration with team.

- Learning and skill development

## **Real Estate Agent**

Hive Real Estate Network

October 2023 - november 2023

- Commision Based Position.
- Consulting potential clients.
- Market Research.
- Networking with the real estate industry.
- Assisting potential clients with purchasing, rent or sell properties.

## **Pitch Marshall**

Dubai 7s

December 2022 to December 2023

### **Volunteering job:**

- Making sure teams are arriving and playing on team.
- Assisting the manager and fellow partner.
- Manage the pitch. making sure its clear and clean.

## **Brand Ambassador**

Noon [ sivvi ] - Dubai

December 2021 to October 2022

I promote the brand or promotions and the company gives me a code that my audience can use for a discount and through that i receive my commission.

## **Head of house**

The westminster school dubai - Dubai

December 2018 to June 2019

### **As a head of house;**

- providing support to my fellow schoolmates and leaders
- helping with events and activities
- making sure my fellow students participate in any activities
- commitment to complete other task and responsibilities requested by teachers.

## Education

### **ATHE level 3 diploma in Business Management**

Explore Education - Dubai

August 2022 to January 2023

### **High School diploma**

The Westminster School Dubai - Dubai

August 2014 to June 2021

## Skills

- Microsoft Office
- Communication skills
- Leadership
- Adobe lightroom

## Languages

- English - Fluent
- Tagalog - Native
- Dutch - Beginner level

## Photography & LinkedIn Links

- <https://www.linkedin.com/in/jescaa16>
- [Gallery | jescaarceo | VSCO](#)

## Interior Design Portfolio Links

- <https://www.canva.com/design/DAFtI14GxUQ/view>
- <https://www.canva.com/design/DAFciAkE19c/view>

## **Awards & Certifications**

### **Student of the month**

November 2018

### **Certificate of achievement**

December 2020

Participated in INJAZ bourse program 2020-2021

### **Certificate of Achievement**

December 2020

Participated in Cloud Computing session by Amazon Web Services ( AWS ) - INJAZ

## **Certifications and Licenses**

### **ATHE level 3 diploma in Business Management**

January 2023 - present

### **Real Estate Brokerage Professional Exam**

October 2023 - present

### **Certificate of completing the Dubai Real Estate Course**

October 2023 - present

## **Publications**

### **Featured in vsco's collection and daily selections**

<https://vs.co/vx69b1hx>

August 2021

### **Featured in vsco's year end post on instagram**

<http://vs.co/e5esw2c8>

January 2020

### **Featured in vsco's collection**

<https://vs.co/3vz6fh9n>

June 2020