

DMYTRO VISNEVSKYI

■ PERSONAL INFORMATION

Name and Surname: Dmytro Visnevskyi
Date of birth: 16.01.1996
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■ EDUCATION

01/09/02 – 15/06/11 Specialized School №129 with in-depth study of English
01/09/11 – 12/07/13 Kyiv Technical School of Hotel Management, specialty: Bookkeeping
01/09/13 – 18/07/17 Kyiv National University of Trade and Economics, Bachelor degree: Accounting and auditing in the enterprise
01/10/17 – 10/10/19 University of Business in Wroclaw, Master degree: Human resource management in an international environment
01/09/18 – 23/01/19 University of Oviedo, Erasmus students exchange: Tourism

■ WORK EXPERIENCE

30/06/19 – 01/09/19 Guest relations – Limak Arcadia Golf & Sport resort 5*, Antalya, Turkey

- Communication with guest
- Handling guest complaints
- Advice of guests about the hotel and services rendered
- Monitoring compliance with employee service standards

14/12/17 – 28/05/18 Shop assistance – Tesco, Wrocław, Poland

- Customer and cash register service

03/08/16 – 25/04/17 Office worker/office assistant – MasterGaz LTD, Kiev, Ukraine

- Drawing up and negotiating commercial offers
- Creating applications for the purchase of materials
- Creating tasks, checking the performance of contractors' work
- Control of project implementation as scheduled
- Reporting on projects

■ ADDITIONAL INFORMATION

Foreign languages

- English: Very good

- Russian: Native
- Polish: Excelent

KNOWLEDGE

- Microsoft Office: Excel, Word, Power Point

OTHER

- Driving license B

Interests

- Sport, literature, music