

SHEILLAH TALU MSANGI
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MOMBASA-KENYA
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PERSONAL INFORMATION

Date of Birth: 7th April, 1988
Gender: Female
Nationality: Kenyan
Id No: 27389379
Languages: English, Swahili

CAREER OBJECTIVES

To work in an organization that will offer me consistently positive atmosphere to utilize my professional tools and learn new skills that will contribute to betterment of the organization.

PROFILE:

Good verbal and communication skills
Effective communication and interpersonal skills
Ability to work independently as well as in team work
Outstanding leadership qualities
Readiness to learn continuously and grow
Proficiency in office equipment

EDUCATION BACKGROUND:

2012 Feb -2012 Dec	Mombasa Aviation Training Institute Diploma in Front Office Operation & Administration.
2009- 2010	Hospitality & Hotel Management Institute Diploma in Food & Beverage Services
2008 Feb- 2008 April 29	Tebotech Training Institute Computer Application Packages
2004- 2008	Mwakichuchu Secondary School Kenya Certificate of Secondary School
1995-2003	St John's Primary School Kenya Certificate of Primary School

WORK EXPERIENCE

2019 August- To Date

Avenue Healthcare
Front Office Client Services

2019 Feb- 2019 June
Coston Poa Restaurant

2018 June-2019 Feb

NAS servair
Service and Sales

2017 Jan-2018 May

Talent Quest Africa
Front Office Operation

2014-2016

Aroma Café
Food & Beverage Supervisor

2014 – 2014

Danka Grill
Food and Beverage Supervisor

2013- 2014

Sarova Whitesands Hotel
Food and Beverage Service & Sales

2009- 2010

Jadin Lorna Restaurants
Receptionist, Food & Beverage Services

SKILLS

Communication
Attention to Details
Team work
Problem Solving

HOBBIES

Travelling
Sports
Socializing

REFEREES:

1. David Bosire
Manager
NAS Serveir
TEL: 0705231118

2. Alex Ziro
Food & Beverage Manager
Turtle Bay Beach Club
TEL: 0711644635

3. Robert Kimotho
Food & Beverage Supervisor
Whitesands Hotel
TEL: 0723822411