**KALOGEROPOULOU ALEXANDRA**

**Nationality:** Greek

**Age:** 19

**Home Address:**47 Ashford street, Stoke on trent, ST4 2EN

**Contact Information:**

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**Tel:** 07531590949

**Sex:** Female

**PERSONAL STATEMENT**

Studying currently Psychology at Staffordshire University reinforced my communication and organization skills. Due to my work experiences the last years, I have learned how to work with discipline and commitment in order to achieve my goal, both by myself and as a part of a team. I enjoy dealing personally with the clients and serving them, as I believe the face contact is very important. Working into environments under pressure, gave me the ability to communicate and serve a broad range of costumers effectively.

**EDUCATION AND QUALIFICATIONS**

* **2008-2011: High school of Lefkimmi, Corfu**

High school diploma specialized on human sciences.

* **2011-2015: Staffordshire University**

 BSc (Hons) degree on Psychology

**WORK EXPERIENCE**

**2012: Barwoman and waitress at the beach bar ‘’Quattro summer’’**

* Taking orders and serving
* Preparing drinks and cocktails
* Opening and closing cash registers
* Organizing the responsibilities of the staff

**2012: Waitress in an English pub ‘’ Net Bar’’**

* Taking orders and serving food and drinks
* Taking care of the place, maintenance and cleaning
* Creation of flyers

**2010-2011: Barwoman and waitress at the café-bar ‘’Quattro’’**

* Taking orders, preparing the various drinks and coffees and serving
* Preparing cocktails and snacks
* Opening and closing cash registers

**2008-2010: Saleswoman at the clothing store ‘’Aesthesis’’**

* Inventory stock and requisition new stock
* Serving costumers
* Answering costumers questions
* Opening and closing cash registers

**References available on request**

**COMPUTER SKILLS AND FOREIGN LANGUAGES**

**Computer skills:** Use of Work, PowerPoint and Excel

**Foreign languages:**

* English (fluent) , language knowledge certification
* German (good enough to handle a conversation), Goethe Institute certification of language
* French (good enough to handle a conversation)
* Greek (fluent)

**PERSONAL ATTRIBUTES**

* Well presented
* Confident communicator
* Willing to learn and adapt new conditions
* Responsible, reliable and honest
* Punctual

**PERSONAL INTERESTS**

Traveling is one of my passions, that’s why I tend to learn as many foreign languages as possible. I also enjoy music arts and sports, as I was performance in both sectors from an early age.