

Marilynn Antoine Kahale

Beit el Chaar -Saint-Elie street

Personal information

- Nationality: Lebanese
- Mobile: 00961 76 684843
- Date of birth: 02 – September – 1998
- Email: Marilynnkahale@gmail.com
- Languages: English (fluent), French (fluent), Arabic (mother language)

Education

- Bachelor in Hospitality management at the Saint Joseph University (2016-2019)
- Scientific Baccalaureate in Economics and Sociology section granted from Zahrat El Ihsan school. (2016)

Work experience

Extra front office employee at the Sofitel Beirut Le Gabriel Hotel

Duties:

- Greeting guests in a professional, friendly manner.
- Checking guests in on arrival and out on departure.
- Posting charges to appropriate guest accounts.
- Anticipating and addressing guests' needs, and resolving their problems and complaints.
- Assisting the reservations manager with taking reservations.
- Collaborating and communicating with other internal departments to ensure guest satisfaction.
- Performing duties on daily checklist

Hostess and server at “Grappem” ; Hostessing at Diffa Agency:

Duties:

- I covered up wedding, events, concerts
- Greeting guests and assisting them to their tables
- Worked with all people Involved in the event (florists, bride and groom, etc..)

Responsible of kids aged from 6-8 in” les Jeunes amis du sport” summer camp- Antonine

Duties:

- Working with other camp staff members to plan and coordinate camp events.
- Leading and supporting campers as they participate in age-appropriate activities.
- Monitoring campers to ensure compliance with camp rules and prevent accidents.
- Made sure that the relation between kids was based on respect and friendship
- Cleaning, maintaining and ensuring proper use of camp facilities and equipment.
- Reporting and recording details of incidents, such as accidents or rule violations, to parents and camp staff.

Personal experience

- Internship in the housekeeping department at Phoenicia Hotel Beirut for 6 weeks :
 - Worked with the housekeeping agents
 - Worked in the laundry department
 - Worked as a housekeeping supervisor
- Internship as a waitress and kitchen staff at L'atelier restaurant for 4 months
 - Prepare tables by setting up linens, glasses and silverware
 - Upselling additional products
 - Taking orders using a POS software
 - Communicate orders to kitchen staff
 - Serve the food
- Internship in the Front office department at Sofitel Beirut le Gabriel for 6 weeks
- Silver medal for the junior Chef Competition at Horeca 2018.
- Internship at the department of Marketing at ABC for 4 months
 - Preparing competitive landscapes (F&B, Cosmetics, entertainment)
 - Monthly reports
 - Podiums rent budgeting
 - Assisting meetings with high end brands (Dior, Divvy ETC..)
 - Coming up with ideas to animate the mall and certain brands / Support plans
 - Collection and evaluation of tenant sales data trends, opportunities and risks to identify areas of opportunities for ABC
 - Monitor and analyze tenants' mid to long term performances to ensure tenants' performance meets ABC's objectives

Skills and personal attributes

- Attention to detail
- Good communication skills
- Excellent presentation skills
- Well organized and eager to learn
- Latin , ballroom and jazz dancing
- Winner of several dancesport competitions in Lebanon.
- Tennis
- Reading
- Basketball

Volunteer work and activities

- Kitchen staff and hostesses for different events organized by the Saint Joseph University (graduations, dinners..)
- Voluntary work: preparation of food and distribution for more than 200 families in need

References

- Victor Kahi,
Consultant for hotels and restaurants.
Lebanon-USJ
Saint-Joseph University of Beirut
Email: Victor.Kahi@usj.edu.lb