

Angela Ghorra

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📍 Beit Meri, Lebanon

🌐 Angela Ghorra

OBJECTIVE

Seeking a position in Hospitality Events Management field to apply my creativity, organizational skills, and passion for bringing people together.

EXPERIENCE

2024/06 – Present
Beirut, Lebanon

Event Coordinator & Assistant to Event Manager

By Elias Khalil

- Managed all event logistics
- Handled client communication, timelines.
- Worked closely with service teams to curate ambiance, flow, and personalized service
- Coordinated between multiple stakeholders to ensure smooth event flow and timing.

Freelance Content Creator

- Developed creative concepts
- Shot and edited photos/videos for Instagram and TikTok.
- Created engaging digital content including captions, and stories.
- Specialized in events and hotels content creation

2025/04
Beirut, Lebanon

Event Hostess Brand Promoter

Dubbizle

- Represent the Dubbizzle brand at the Sport Summer Festival
- Assisted with event setup and logistics
- Distributed promotional materials and interacted with guests to increase brand visibility and engagement.

2024/08 – 2024/11
Beirut, Lebanon

Rooms division

Phoenicia Intercontinental Hotel

- Supported guest check-in and check-out procedures in a high volume environment.
- Verified guest documentation and reservation details
- Coordinated with all departments to ensure smooth operations
- Maintained service quality standards under pressure.

2024/06 – 2024/08
Beirut, Lebanon

Reservation Operator

Wide Management

- Handled high-volume customer inquiries via phone with professionalism
- Managed bookings, special requests, and last-minute changes efficiently
- Maintained accuracy while working under time pressure

2022/06 – 2022/08
Beirut, Lebanon

Food & Beverage

Kempinski Summerland Hotel & Resort

- Assisted in cooking Japanese Dishes in the kitchen
- Assisted with table setup and service.
- Helped in setting up and executing large-scale events.
- Improved teamwork, adaptability, and problem-solving skills

2022/02 – 2022/05
Badaro, Lebanon

Food & Beverage

Smallville Hotel

- Gained hands-on experience in kitchen and service.
- Prepared and served a range of hot and cold beverages.
- Managed inventory, restocked supplies, and assisted in the setup and closing of the bar.
- Took guest orders and processed transactions using the POS system
- Strengthened customer service skills and learned how to manage busy periods

LANGUAGES

- Arabic : Fluent
- Spanish : Basic
- French : Fluent
- Italian : Beginner
- English : Fluent

SKILLS

Customer Service Excellence

Work Under Pressure & Time Sensitive

Communication Skills

Team Coordination

Fast Learner & Adaptability

IT systems

Word/ Power Point/ Excel/ Omega/ Opera/ Twilio

Social Media Management

CERTIFICATES

Inclusive Hospitality [🔗](#)

Online 12/2024

MUN GC LAU [🔗](#)

2019

AI Automations

Remotely X

EDUCATION

2021 – 2025

Zouk Mosbeh, Lebanon

BA in Hospitality, Tourism & Events Management

Notre Dame University Louaize (NDU) [🔗](#)

2021

Ain Saade, Lebanon

Lebanese Baccalaureate in Economy & Sociology

College des Freres Mont La Salle

Mention in Official Exams