

ETHEL THERESE ARCEGA

Abudhabi

Email: ethel.arcega@gmail.com

Phone: +97156 1439214

WORK EXPERIENCE

- **James Brand Strategy & Design Consultancy | Dubai, UAE, Secretary | General Administration,** , United Arab Emirates(Oct 2014 to Dec 2020)
- **Barista, Costa Coffee - Emirates Leisure Retail | Dubai, UAE,** , United Arab Emirates(Apr 2013 to Sep 2014)
- **Banquet Office Operations | Coordinator, Four Seasons Hotels & Resorts | Riyadh, KSA,** , Saudi Arabia(Mar 2012 to Aug 2012)
- **Internship: Human Resources Dept. & Room Service Dept., Mandarin Oriental | Manila, Philippines,** , Philippines(Apr 2010 to May 2010)

EDUCATIONAL BACKGROUND

- **St. Scholastica's College Manila,, , Bachelor of science,** 2011, Hotel and Restaurant Management

SKILLS

- multitasking
- hardworking
- ms office

PERSONAL BACKGROUND

- **Birthday:** - 1989-01-31