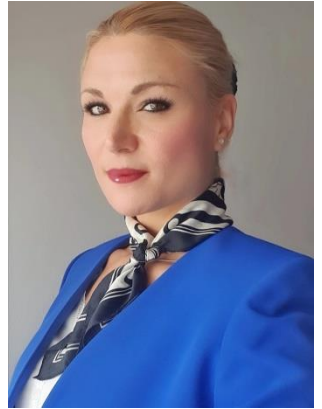

OS. 7



Sandra Dittmar

About me-----

Date of birth: 14/03/1982 in Germany, EUROPE

Email: dittmar1982sandra@gmail.com

Nationality: German-French

Skills-----

- Computer skills, Languages, good contact with children.
- Efficient, punctual, serious, diplomatic, smiling, dynamic, versatile,
- Organized, patient and attentive,
- I enjoy the human contact, I have team spirit,
- I'm passionate and positive person.

Career Objective: I would like to challenge myself by doing other trainings and internships in order to achieve my goal. To work in a great warming environment that motivates excellence, passion for work, surrounded with good team which will enable me to learn everyday to grow and to become the best version of myself.

Languages-----

English*** French**** German****

Work Experience-----

[LEBENSILFE GERMANY, Europe](http://www.lebenshilfe-muelheim.de) (www.lebenshilfe-muelheim.de)

-2021 Disability Support Community Worker for disabled children at Phantasia Kindergarten

* Changing nappies, follow the program adapted for the child prepared each week by the educators, presence constantly, help with meals, stimulate the psychology of the child through games, various activities, songs, support each therapy, team work,

[THE BRITISH SCHOOL of Costa Daurada ® SPAIN, Europe](http://www.britishcostadaurada.com) (www.britishcostadaurada.com)

-2020 German specialist for the Early Years Foundation Stage (EYFS) and after school supervisor at the British School Jigsaw Kindergarten.

* Supervising children at all times, organising stimulating, preparing materials and equipment for children to use, providing social development guidance and managing behaviours, coordinating children's routines and ensuring they are kept to, supervising and teaching children basic hygiene principles, Lead young children's activities, tell stories and teach songs in german, prepare and serve snacks, help for the meals , dress and use the toilet. write down observations about the children in class for my supervisors.

[DYSON CALL CENTER CPM BARCELONA Spain, Europe](#) (CPM International Contact Centres)

-2019 Dyson Customer Service representative agent for French and German market at CPM International Call center.

* Managing large amounts of inbound and outbound calls in a timely manner, following call center "scripts" when handling different topics, identifying customers' needs, clarify information, research every issue and providing solutions.

[Christine Laure women's clothing store France, Europe](#)

-2018 Sales advisor at Christine Laure women's clothing store

* Arrange merchandise on shelves according to popularity and other criteria, welcoming the customers and offer them advice on new products, update customer information in databases, prepare and sell VIP customer card, maintain a clean and orderly environment in the store, team working.

[AIRBUS LEADERSHIP UNIVERSITY FRANCE, Europe](#)

-2018 Part-time replacement as hostess.

* Welcoming the visitor for meetings or training sessions at the university, prepare cocktails and snacks, preparation of meeting rooms, ensure that all supplies for the meeting rooms are provided, be all the time present .

EUROPEAN INVESTMENT BANK LUXEMBOURG

-2016-2017 Reception hostess for European investment bank.

* Welcoming the visitor and offering beverages (water, tea or coffee), answering incoming and outgoing calls, reply to emails, informing the main person of the client's presence, preparing entry badges that allow the client to enter to go to his meeting with the main person, preparation of meeting rooms ,

HOTEL 4* CALEIA International MAR MENOR GOLF & Spa Resort (Spain)

-2015-2016 Restaurant waitress and hostess for weddings .

* Follow the program and instructions planned by the manager, prepare the wedding hall, prepare the cocktails prepare the snacks, help with the decoration, welcoming the guests and offering beverages (water, tea, coffee...)

PET SHOP STORE MAXI ZOO France

-2010-2014 Saleswoman manager advisor.

* welcoming the customer, prepare VIP cards for the customer, bring in the large morning delivery pallets, unload the pallets in the store and put away the delivery, listen and advise the customer on animal feeding, charge the customer.

RETIREMENT HOME FOR ELDERLY PEOPLE LE BARRY RESIDENCE, France

-2004-2005 Aged care assistance in Clinic in LE BARRY RESIDENCE for elderly people (France, Europe)

-2000-2003 Student in hospitality as Hostess, Cook assistance and waitress in France and Germany+ French language training courses (France, Europe)

ACTIVITIES-----

Travels: Europa and French overseas (French Caribbean islands, France, Germany, Switzerland, Spain) Asia (Bali) Jamaica, Dominican Republic

Sports: Fitness, Aqua-dance, nature, walking, meditation, singing, cooking, gardening, Pets,

EDUCATION-----

- Professional High School of hospitality in France, Europe - French diploma and German Certificate

REFEREES: Lebenshilfe Germany (+49 208/409 958 101) Mrs MICHEL Kathrin

Kathrin.michel@lebenshilfe-muelheim.de

British school of Costa Daurada (+34 637 546 802)Mrs GUSANO Monica

missmonica@jigsawbritishschool.com