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## OBJECTIVE

A student who is currently enrolled in a Certificate III Individual Support program at Linx Institute that focuses on learning core courses such as client care, promoting independence and wellbeing, recognising healthy body systems, communicating with others and working in the health or community services, and providing individualised support. Additionally, I love working with diverse people and particularly providing care for the elderly. A very diligent person who exhibits a strong desire to learn how to be adaptable when performing different activities for the facility.

## WORK EXPERIENCE

- **Room Attendant**  
Meriton Suites, Sydney  
2022  
As a Room Attendant, I am responsible for maintaining the cleanliness of the room and ensuring that all the amenities are complete.
- **Events Associate**  
Charlton Media Group  
2022  
As an Events Associate, my main responsibility is to contact top-level executives of the largest companies in Asia, and persuade senior executives to nominate their companies by thoroughly discussing the value of nominating for the awards.
- **Training Coordinator**  
Procurement & Supply  
Institute of Asia (PASIA)  
2022  
As a Training Coordinator, my main responsibility is to market training opportunities to employees in the companies' supply chain, procurement, and logistics departments. As well as managing all administrative tasks related to Public Training and Membership Business Development.
- **Junior Events Officer**  
French Chamber of  
Commerce and Industry  
in the Philippines  
2021  
As a Junior Events Officer, my main responsibility is to provide all the logistical requirements needed for the Chamber's events such as concept notes, script, program flows, etc. Moreover, building network of partners and sponsors for the organisation of the events by managing the events mailing blasts and all other communication tools.

## EDUCATION HISTORY

● **Certificate III Individual Support**  
**Linx Institute - Sydney, NSW**  
*present*

● **Bachelor of Science in Tourism Management**  
**Major in Travel & Tours**  
**Far Eastern University - Manila, Philippines**  
*2018-2022*  
***Honors: magna cum laude (GPA: 3.64)***



## CERTIFICATIONS

**Technical Education and Skills  
Development Authority -  
Philippines**

Computer Hardware Servicing NC II



## SKILLSET

- Patient Care
- Community
- Communication
- Basic Emergency Care
- Records Management
- Computer Proficiency



## REFERENCE

- Available upon request.