

PERSONAL INFORMATION **Brisi Fabio**PREFERRED JOB **Receptionist**

WORK EXPERIENCE

08/2016–09/2016 **Sales Assistant**
"Specchio di Sardegna" c/o Arbatax Park Resort - Borgo Cala Moresca (4*), Arbatax (OG) (Italy)

- Overseeing the day-to-day activities of the shop, selling typical Sardinian products
- Serving and advising customers
- Handling payments
- Responsible for stock checks

06/2010–06/2015 **Salesperson**
Apicoltura Brisi di Davide Brisi, Sennariolo (OR) (Italy)

Key duties:

- Promote and sell products to the public on the occasion of several food events

06/2009–06/2009 **Tour escort**
Apicoltura Brisi di Davide Brisi, Sennariolo (OR) (Italy)

Key duties:

- Accompany foreign tourists and provide guided visits to the area of Montiferru (Sardinia), including visits to the family-run farm
- Interpreter for groups of French tourists

09/2008–10/2008 **University work placement in a travel agency**
Sardinian Welcome Service S.n.C. di Francesco Masia, Bosa (OR) (Italy)

Key duties:

- Tailor-make and sell holiday packages
- Make airline, ferry and train reservations
- Sell trips to Sardinia

EDUCATION AND TRAINING

2005–2014 **Undergraduate degree in Linguistic Mediation**
University of Sassari, Sassari (SS) (Italy)

1999–2004 **High school diploma**

Secondary School focusing on sciences Mariano IV d'Arborea, Cuglieri (OR) (Italy)

PERSONAL SKILLS

Mother tongue(s) Italian

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	B2	B2	B2	B2
French	B1	B1	B1	B1	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

- Communication skills**
- Good communication and interpersonal skills
 - Customer service skills gained through promoting and selling products to the public on the occasion of several food events
 - Communication and mediation skills acquired through conducting guided tours of the local area for tourists, including visits to the family-run beekeeping farm

- Organisational / managerial skills**
- Efficiency in organising and prioritizing the workload, both independently and in a teamwork environment
 - Good ability to perform tasks accurately, work well under pressure and meet deadlines
 - Good ability to organise and manage group activities, even for large groups, gained through experience in the family-run work environment

Digital competence	SELF-ASSESSMENT				
	Information processing	Communication	Content creation	Safety	Problem solving
	Basic user	Independent user	Basic user	Independent user	Basic user

Digital competences - Self-assessment grid

- Basic command of Microsoft Office tools
- Good knowledge of the Internet and email applications

ADDITIONAL INFORMATION

Personal data I consent to the processing of my personal data and information as described therein.

Date Bosa, 28/09/2016

Signature Fabio Brisi