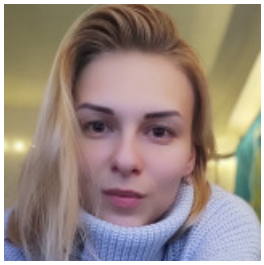
Гомонюк Інна



ПОМІЧНИК ДИРЕКТОРА, 20 000 ГРН.

22 лютого 2023

Місто: Одеса

Вік: 32 роки

Режим роботи: повний робочий день, вільний графік роботи, віддалена робота

Категорії: HR, управління персоналом, Дизайн, творчість, Видавництво, поліграфія

✔ Перебуваю в шлюбі

Увійдіть або зареєструйтеся на сайті як роботодавець, щоб бачити контактну інформацію.

Опис

Tech Skills: FIGMA

Soft Skills:

• Spoken English
• Team Work
• Audio Trainings

Education
Odessa National Technological University Junior Engineer of Technology
September 2014 - June 2016 Odessa |

Work Experience

Director of the student club Odessa Technical College
October 2014 - March 2016 Odessa |

• Organization of events
• Carrying out planned events
• Performing administrative work.

Reception administratormini hotel Annabel
March 2016 - March 2017 Odessa |

• Booking, settlement, eviction, correspondence with guests
•Work with advertising, sale of additional services.lighting and show

The administrator of the concert venue Stalkanat Art
July 2017 - August 2018 Odessa |

• Meeting guests in the daily mode of operation of the space
• Presentation of space to guests, coordination of services: security, cleaning, wardrobe
• Concert.ua box office service
• Preparation of the hall for the event according to the event passport

Director of the concert hall Urban Music Hall

August 2018 - February 2019 Odessa |

• Meeting guests in the daily mode of operation of the space
• Presentation of space to guests, coordination of services: security, cleaning, wardrobe
• Maintenance of reporting documentation
• Resolution of conflict situations

Assistant director RMZ
June 2019 - present time Odessa |
• Non-residential premises for rent
• Execution of the director's order