

CANDELA LOPETEGUI

RECEPCIONIST



2921-440398



candelalopetegi@gmail.com



Calle 5, 1062

La Plata, Argentina

I am a proactive, organized, and responsible person with excellent interpersonal skills and three years of experience in customer service for diverse audiences. I excel in teamwork, quick decision-making, and adaptability to different environments. I work well with both children and adults, maintaining a constant focus on learning and continuous improvement.

EDUCATION

2017-2022

Escuela de Educación Media N°1 - Tres Arroyos
High School Graduate

2023- present

Student of Biblioteconomy and Information Science- National University of La Plata

2025-

Student of Clothing design- University of Buenos Aires

Finished

Hotel receptionist course- Capacitarte, University of Buenos Aires.

SKILLS

- Computer package management
- Social media management
- Fluent in English
- Quick learning
- Organization and neatness
- Punctuality

WORK EXPERIENCE

Tourism Office Staff

Monte Hermoso Tourism Office
Summer Seasons 2022-2023, 2023-2024.

Library Assistant

Biblioteca Popular Monte Hermoso
Summer Season 2023-2024.

Science Communicator

Monte Hermoso Astronomical Observation Center
Summer Season 2023-2024.

Tourism Representative of Monte Hermoso
FIT (International Tourism Fair) Buenos Aires
2023 and 2024.

Hotel Receptionist

“Monte Hermoso” Hotel
Summer Season 2024-2025.

Legal Secretary

Lawyer Romina Belén Aguirre
2023- present

PERSONAL REFERENCES

- Lopetegui, Agustín (Degree in Tourism)
Phone Number: (2914)- 26-4376.
- Monte Hermoso Tourism Office
Phone Number: (02921 48- 1047)
- Aguirre, Romina Belén (Lawyer)
Phone Number:
(0291)- 4275922.
- Christensen, Catalina (Hotel Manager) Phone Number:
(02922)- 411229.