



Ailin Pirchio

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Address: Buenos Aires, Argentina (Home)

● ABOUT MYSELF

For the last two years I've been involved in different industries areas trying to find what suits me the most. Thanks to my research and experiences while travelling I was able to combine my profession: Turism with my life long passion: Languages, two areas I've been working on simultaneously all this time. I find enormous joy working in hospitality.

● WORK EXPERIENCE

01/09/2024 – CURRENT United States

MEDICAL INTERPRETER VOYCE

- To provide live Audio/Video (OPI/VRI) consecutive interpretation for medical clients.

01/03/2024 – CURRENT Praiano, Italy

FRONT DESK HOTEL RECEPTIONIST CA'P'A, CASA PRIVATA

- Front desk receptionist at luxury hotel in the Amalfi Cost.
- Provide fast, easy and discreet check-in and check-outs.
- Cordial and personalised service to the guest.
- Assistance arranging transportation, reservations at restaurants and tours.
- Organization of marriage proposals and different types of events.

01/02/2023 – 01/03/2024

REMOTE ENGLISH-SPANISH MEDICAL INTERPRETER INTERACTIVE CONTACT CENTER

- Convert information from one spoken language into another.
- Render spoken messages accurately, quickly and clearly. Provide language interpretation for medical environments, social and government agencies, business and public meetings.

01/08/2022 – 01/01/2023 Puerto Vallarta, Mexico

FRONT DESK MANAGER HOTEL PALMERAS

- Assistance in managing overall day to day running of all aspects of the hotel, including front desk, housekeeping, occupancy, Human Resources, accounts and sales/marketing.
- Maintain quality standards.
- Management and training of all team members according to working policies and procedures.
- Handle reservations and customers requests via e-commerce like Booking, Expedia and email.

01/02/2021 – 01/08/2022 Cancun, Mexico

FRONT DESK RECEPTIONIST HOTEL PARADISUS CANCUN BY MELIA

- Control of guest's check-in and check-out
- Handle reservations and cancellations.
- Management of reservations by Booking, Expedia and email.
- Offer tourism information.
- Communicate information about the different areas of the hotel.
- Management of customer requests.

01/01/2018 – 01/01/2021 International Airport Ezeiza, Argentina

AIR CHECK-IN AGENT FLYSEG SA

- Customer service.
- Passenger focus.

- Responsible for accessing passengers during check-in procedures.
- Check-in tasks such as Lost & Found, Meet & Assistance.
- Knowledge in airport operations softwares such as Altea, Amadeus and Reciber.
- Check-in agent for Iberia, Level, Sky Airline, Azul Linhas Aereas and Boliviana de Aviacion.

● **EDUCATION AND TRAINING**

03/03/2020 – CURRENT Lanus, Argentina
UNDERGRAD DEGREE IN TOURISM AND HOSPITALITY Universidad Nacional de Lanus

Website www.unla.com.ar

● **LANGUAGE SKILLS**

Mother tongue(s): **SPANISH**
 Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C2	C2	C2	C2
ITALIAN	B1	A2	B1	B1	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

● **DIGITAL SKILLS**

Airport System
 AMADEUS DATABASE | Reciber | Altea Passenger Service System

Hotel Software
 Beds 24 | OPERA Hotel Program | Slope stability | HotelBeds

Administration
 Microsoft Word | Microsoft Excel | Google Drive | Gmail