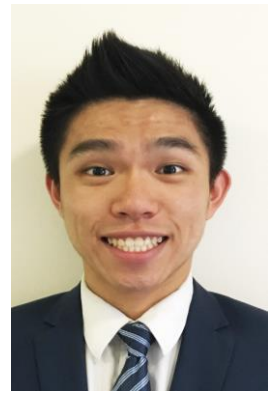


Chuan-Yi Huang (Peter)

peter830914@gmail.com

(+61) 423 411 014

Taiwanese/ South African



Professional Summary

I have a strong attention to detail with high proactive and energetic personality to exceed customer expectations in the fast pace environment. With experiencing in event operation and executive in different standard of venues have solid my professionalism. Creativity and providing upfront services leading business to expand and retain clients are my goals.

EMPLOYMENT HISTORY

April 2016-Current,

The Westin Sydney (Starwood Hotels & Resorts) – Australia

Catering Coordinator- Catering and Convention

- Providing assistance to the team with proposal, contract, event order, accommodation booking, drawing floor plan, delivery, invoice, and ensure client satisfaction
- Execute medium and small size functions, and organizing internal events
- Assisting catering and convention team with allocating lead businesses
- Providing assistance to Catering & Convention Director with various reports benefiting forecast, budget and KPI

April 2015-October 2016

The Westin Sydney (Starwood Hotels & Resorts) – Australia

Food and Beverage Attendant- Banquet Operation, In Room Dining, Mosaic Restaurant

- Confidence working in fast pace environment
- Strong sense of time management, productivity and customer satisfaction
- Pro-activeness, reading and understanding guests' needs
- Good communication skills with the team and guests
- Client's onsite direct contact with managing and servicing medium and small size functions

April 2016-October 2016

Yayoi Japanese Restaurant – Australia

Food and Beverage Attendant- Section Waiter

November 2014-April 2015

Fairmont Resort Blue Mountains (Accor, MGallery Collection) – Australia

Food & Beverage Attendant- Buffet, Banquet, A la Carte, In Room Dining, and Bar Service

June 2013-September 2014

Hotel Royal Chiao Shi – Taiwan

Food & Beverage Attendant- Buffet, Banquet and In Room Dining Service

November 2013-May 2014

Regent Taipei – Taiwan

Food & Beverage Attendant- Banquet Operation

EDUCATION

October 2014-Current (March 2017 Graduate)

Blue Mountains International Hotel Management School, Australia

(Bachelor of Business – International Hotel and Resort Management)

FURTHER TRAINING

- Awarded with Certificate of Responsible Service of Alcohol
- Awarded with Certificate of Manual Handling

ACHIEVEMENTS

2016

The Westin Sydney (Starwood) – Australia

- Awarded Quarterly Care Champion for Care for Associates of 2016 Q 2
- Nominated for Care for Business Award of 2016 Q 2

2015

The Westin Sydney (Starwood) – Australia

- Awarded Employee of The Month – May 2015,
“Hardworking, Helpful, Friendly , Take Initiative, Always Smiling, Happy to Help, Team Player, Quick Learner & Perfect”

2015

Fairmont Resort Blue Mountains (Accor, MGallery Collection) – Australia

- Awarded Employee of The Month – January 2015

2014-2015

Blue Mountains International Hotel Management School, Australia

(Bachelor of Business – International Hotel and Resort Management)

- Student Representative Council – Café Manager
- Awarded Graduate Privileged Partner Program
- Awarded Financial Aid Scholarship
- Awarded Food and Beverage Mentoring Scholarship
- Awarded Star Awards ‘Outstanding Male Performer’
- Awarded Strong Academic Performance
- Awarded International Student Motivational Scholarship

2013-2014

National Taipei University, Taiwan

(Bachelor of Arts – Real Estate and Building Environment)

- Attained 2nd place in Cheerleading Team Competition

COMMUNITY SERVICE

- Volunteered teaching in neighborhood elementary school (2013)
- Volunteered teaching children in charity center (2011-2012)

SKILLS/KNOWLEDGE/LANGUAGES

- Micros Systems and Opera Systems
- Proficient in Microsoft Office and Power Director
- Basic Turbo CAD, floor plan drawing
- Fluent in English, Mandarin, Hokkien
- Basic in Flair Bartending

REFEREES

May Wu / Director of Catering

The Westin Sydney, 1 Martin Place, Sydney, 2000, Australia

Tel: (+61) 2 8223 1130

E-mail: May.Wu@westin.com

Tiwa Tantisaridchai / Banquet Assistant Manager

The Westin Sydney, 1 Martin Place, Sydney, 2000, Australia

Tel: (+61) 2 8223 1194

E-mail: Tiwa.Tantisaridchai@fourpoints.com