



ELVIS GILOT

Manager Assistant



gilotelvis1804@gmail.com



+50931107647



Thomassin 32 rue souvenir



TECHNICAL SKILLS

Computer knowledge, Microsoft (Word, Excel, PowerPoint, Access), Quickbooks currently in E-views learning.

Ability in caricature more precisely portraits of robots.

Basic knowledge of systems car braking. Cars, motorcycles and trucks.



REFERENCE

Marion Florian Drago - "Carolina/Rosegaming" - " "

General controller

Contralor_3rosegaming.com

+51942025538 / +50949427981

Jean GUY - " "

CEO of radio TROPIC FM

+50934459686



PERSONAL STRENGTHS

Ability to work in a team and under pressure and in difficult conditions, easy adaptation to the working environment



INDUSTRIAL EXPOSURE



PERSONAL PROFILE

Date of Birth : 14/05/2022

Marital Status : Single

Nationality : Haitian

Known Languages : Haitian Creole, French, Spanish, English



EDUCATION

NCC (Nouveau Collège Concordia)

Academic formation Secondary school

2014 - 2015

IHECE (Institut des Hautes Études Commerciales et Économiques)

Administrative science

Graduating students

2019



EXPERIENCE

Carolina/Rosegaming / ITUCA Slot machine room

Manager Assistant

01/12/2019 - 22/03/2020

Ensure the smooth running of the slot machine game room, cash supervision and customer management.

Corp System

Head operation assistant

01/04/2020 - 26/08/2020

Responsible for entering computer data, whether administrative or accounting.

MAF (Mission Aviation Fellowship)

Inventory control

02/11/2020 - 18/12/2020

Control of all aircraft parts. In an employment contract about a month.

Hôtel & Casino Constellation

Manager assistant

05/03/2021 - Current employment

Ensure and supervise the activities of the casino, the hotel and the bar, responsible for closing the cash desk of the 3 departments.



CAREER OBJECTIVE

I am looking for a position of responsibility offering a mission commercial and managerial. I am dynamic, organized, listening to others, possessing team spirit. I like learn and surpass myself every day, take up challenges do not don't be afraid.



PROJECTS

Affiliation marketing

Indéterminée

It is an e-marketing technique which makes it possible to offer a product or service and to use a website or blog.

my case is promoting amazon and clickbank products at using blogs.

From 2009 to 2017 as a volunteer in the family auto parts sales company "BON BERGER auto parts" to ensure the sales and purchases of the company and also the loyalty of customers.

As a volunteer to ensure the smooth running of the cinema club Arnold Antonin as programmer, the responsibility was to control and plan the social and cultural activities of the club.