



BEATRIZ

ABOUT ME

Through my diverse experiences, I have developed key competencies that are essential for career growth, including teamwork, conflict resolution, and effective communication. I bring a proactive attitude, a strong eagerness to learn, and a continuous commitment to delivering excellence to any organization. I thrive in dynamic environments and I am consistently motivated to contribute my best efforts to support team and company success.

EDUCATION

Cocktail Team

- Bartending Techniques Course | 2026

ISCAP - Instituto Superior de Contabilidade e Administração do Porto | 2023-2024

- Postgraduation in Event Management

ISAG - European Business School | 2019-2022

- Bachelors degree in Hotel Management

Escola Básica e Secundária Dr. Manuel Laranjeira 2016-2019

- Languages and humanities

SKILLS

- Teamwork
- Communication
- Empathy
- Adaptability

DRIVING LICENSE

- B category

WORK EXPERIENCE

TheSocialHub | Porto Jan 2025- Present

F&B Community Host

- Skilled in preparing the dining area to ensure an optimal environment for guests, maintaining high standards of cleanliness and organization
- In-depth knowledge of the menu, wine list, and operational workflows.
- Organized and planned event operations, ensuring smooth logistics, coordination, and successful execution. Experience working in a bar environment, providing customer service, preparing drinks, and maintaining a clean and organized workspace.

ExeHotels | Espinho 2023-2024

F&B Waitress/Bartender

- Host duty
- Able to take on food-related responsibilities as needed, ensuring seamless service and contributing to team efficiency.
- Experience working in a bar environment, providing customer service, preparing drinks, and maintaining a clean and organized workspace.

Robinson Quinta da Ria | Algarve 2021 - 2022

F&B Waitress/Bartender

- Greeting and welcoming clients
- Assigning tables to guests
- Experience working in a bar environment, providing customer service, preparing drinks, and maintaining a clean and organized workspace.

Housekeeping Supervisor

- Supervision of the cleaning team
- Inspection of rooms and common areas
- Communication between departments
- Inventory management