



GEORGIOS CHRISTODOULAKIS

Msc International hospitality management

Contact information

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Address: Athens, Neo Irakleio

Biography

Hospitality professional with more than 3 years experience. I have expertise and knowledge in Reception, Concierge and reservations departments. I always strongly contribute to hotels' excellent function. Great reviews is an indication of the excellent service I manage the hotel to provide. Employers trust me because of my organizational skills and my attention to detail. I aspire to constantly develop my career in hotels by upgrading my expertise.

Professional Experience

Front desk Receptionist

Athens Mansion luxury suites 4* (02/2022 -present)

- Ensuring smooth function of check in, check-out and concierge
- Provide excellent service that keeps hotel's reviews high
- Audit transactions from accommodation. Charge and credit from various departments.
- Implement reservations and bookings

Front desk Receptionist

Artemida's Village 3* (05/2021 - 07/2021)

- Monitor housekeeping and pool. Implement check in and check out. Provide guidance for the island of Mykonos and concierge services.
- Implement reservations and allocate manually
- Trained new front office receptionists..

Front desk manager

Artemida's Village 3* (05/2019- 10/2019)

- Resolving customers' complaints
- Organizing and coordinating reception shifts.
- Monitor housekeeping and pool. Implement check in and check out. Provide guidance for the island of Mykonos and concierge services.
- Implementing room allocation

Front desk Receptionist

Artemida's Village 3* (07/2018 - 10/2018)

- Monitor housekeeping and pool. Implement check in and check out. Provide guidance for the island of Mykonos and concierge services.
- Implement reservations and allocate manually
- Trained new front office receptionists..

Education

MSc. International Hospitality management

University of Derby (2021)

BSc. Business management (HONOURS)

University of Derby (2019)

PMS knowledge

- Welcome manual PMS
- Perseus manual PMS
- Cloudbeds cloud PMS

Language

English
Italian
Greek

Extra information

Vaccinated against COVID-19

Fulfilled military obligations