**CURRICULUM VITAE **

Name : Santi Luthfia Sari

Place and Date of Birth : Garut, 09 Juni 1992

Adress : Jl. Moh.Toha gg. Karyamas Bandung

Hp, email : 083827490690, santiluthfiasari@yahoo.com

Job Experience : Less than 2 years as a Admin Cashier and Customer Service

Gender : Female

Nationality : Indonesia

Marital Status : Single

Religion : Islam

**EDUCATIONAL BACKGROUND**

1. 2010 – 2011 : D-1 LPP.ARIYANTI ( MAJOR : HOSPITALITY ) GPA : 3.55 (Scale 4)

2. 2007 – 2010 : SMAN. 1 SINGAPARNA

3. 2004 – 2007 : SMPN. 1 SINGAPARNA

4. 1998 – 2004 : SD. IPK.MOCH.TOHA

**WORK EXPERIENCE**

1. 2014 - 2017 : Quality Control Cv. Ziva Collection.
2. 2014 - 2015 : Admin Cahier, Customer Service and Frontliner at PT. Sari Coffee Indonesia. Job desk : Greeting customer and fast respones, make daily sales reports, operated POS system and handling complain.
3. 2013 - 2014 : Cook helper at Lingga Hotel.
4. 2012 - 2013 : Pastry helper at Sheraton Bandung Hotel and Towers.

**SKILLS**

Verbal Communication, Microsoft Office Skills, Listening, Professionalism, Customer Focus, Organization, Informing Others, Handles Pressure.

**PERSONALITY**

Good attitude, diligent, tolerant, discipline, target oriented, communicative and be responsible.

Tasikmalaya, October 6th 2017

Attention To :

Mrs. Mia Apriani ( Trainning Human Resource Manager) Padma Hotel

Dear Mrs. Mia,

I am writing this letter to express my interest in the position as a Cashier in Padma Bandung Hotel which was advertised in lokerhotel.com. Through this letter I would like to apply work for this position.

Based on the job description which you given in your advertisement, I am very confident that I have good competency to fill this position. I was graduated as a Diploma 1 ( D1 ) from Hospitality of LPP. Ariyanti. I have spent 2 years in working for one of refutable company in Bandung as an Admin Cashier and Customer Service. I am a hard worker person who has high motivation to develop in this field of work. I have a good communication skill and English both oral and written. I am able to work in group or individually. Now I am looking for new atmosphere and challenge in your hotel.

I would be glad to be given an interview with you at your convenience. I hope my qualification can be considered to fill the position. I am looking forward to hearing from you soon.

Thank you for your attention.

Sincerely yours,

Santi Luthfia Sari

Enclosures :
1. Curriculum vitae
2. Copy of Diploma (D-1) Certificate
3.. Recent Photo