

Anne Murray

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- OBJECTIVE** A full-time Guest Services position at Sun Peaks Resort.
- HIGHLIGHTS**
- Diploma in Events & Convention Management
 - Proven ability to plan and hold events with up to 500 guests
 - Described by former supervisor as being energetic, outgoing and a great asset to any team
 - World-traveller and speak French and English fluently
 - Possess valid class 5 driver's licence, a reliable vehicle and first aid training
- EDUCATION** **Diploma, Event & Convention Management**, Thompson Rivers University, Kamloops, BC (2009)
- Projects included the Kamloops Bridal Fair, where over 25 businesses shared their products with 500 guests, receiving great feedback from both.
- Additional certificates include First Aid, CPR C, SuperHost, and Serving it Right
- EXPERIENCE**
- 2009 **Hospitality Research Assistant, Eco-Tourism BC**
- Developed a database of all Eco-tourism business in British Columbia.
 - Coordinated a directory published for Tourism Information Centers in British Columbia
- 2008- 2009 **Student Union Public Relation's Assistant, Thompson Rivers University**
- Arranged direct-mail brochures for TRU students
 - Participated in Union events on and off campus, including the labour day picnic in Riverside Park
- 2008 Volunteer Coordinator, Sun Peaks Snowboard Championships
- Invited over 50 competitive snowboarders from all over the world
 - Solicited sponsorship from local businesses, meeting fundraising goals
 - Event was so successful that it received coverage in a global travel magazine, "Snowboarding Today"

REFERENCES

Mike Dovetail
Events and Convention Management Instructor
Thompson Rivers University
250.371.1113 (work)
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Murphy Law
Manager
TRU Student Union
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Charles Darwin
Former Marketing Supervisor
Sun Peaks Resort
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Reference letters available upon request.