

HIYAM SALEH

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☎ (813)-335-5007

📍 Tampa, FL 33647

PROFESSIONAL SUMMARY

Energetic and hard-working undergraduate health-sciences major experienced in a loud and fast paced environment, an outgoing individual, and have high communication skills. Aiming to use skills as leverage in training for a position in the hospital. Praised as adaptable and can be reliable to help the facility achieve its goals.

SKILLS

- Strong work ethic
- Relationship Building
- Adaptable and Flexible
- Team Player
- Multitasker
- Coordination
- Creative Thinking

EDUCATION

Premier Nursing Academy
St. Petersburg, FL

Some College (No Degree): CNA

- Earning my CNA License

Brooks DeBartolo Collegiate High School
Tampa, FL • 05/2022

High School Diploma

- Bright Futures Scholarship Recipient
- 3.8 GPA
- Ranked in Top 10 of class
- summa cum laude graduate
- AP Capstone

Hillsborough Community College
Tampa, FL

Some College (No Degree): Dual Enrollment

- Dual Enrollment
- Relevant Coursework: Intro to Chem

CERTIFICATIONS

ACCOMPLISHMENTS

- Principal Honor Roll: Spring 2018 - Fall 2020
- Honor Roll: Fall 2018; Spring 2021
- AP Scholar Certificate: Summer 2021

WORK HISTORY

Main Event - Party Hostess/Party Coordinator/Banquet Attendant
Wesley Chapel, FL • 10/2021 - Current

- Enhanced guest experience by providing attentive service and anticipating party needs.
- Streamlined party setup and breakdown processes for efficient event execution.
- Maintained a welcoming atmosphere with excellent interpersonal skills and friendly demeanor.
- Coordinated with other staff members to ensure timely delivery of food, beverages, and entertainment options.
- Trained new Party Hostesses on company policies and procedures to maintain high-quality service standards.

Acropolis - Hostess

Tampa, FL • 09/2021 - 10/2021

- Enhanced customer satisfaction by promptly greeting and seating guests upon arrival.
- Implemented table rotation system for optimal server workload distribution, resulting in improved service quality.
- Maintained a clean and welcoming atmosphere by quickly addressing spills and resetting tables after guest departure.

MOSI - Volunteer

Tampa, FL • 06/2021 - 07/2021

- Assisted teachers in maintaining a controlled and clean classroom environment.
- Getting supplies as requested by teacher.
- Engaging with kids during summer camp activities.
- Ensure kids are enjoying their time and on good behavior.
- Assisting MOSI employees during recess and before and after care

hours.

LANGUAGES

Arabic



Professional Working