

## CURRICULUM VITAE (CV)

### Peteris Ginters

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### OBJECTIVE

Full time, permanent job

### SUMMARY OF QUALIFICATIONS

- Experience with supervising other staff members.
- Very good customer skills - Part time Porter in Hell Bay Hotel. Bringing guests from and to the Quay.
- Two years successful experience in Facility management, as Facility Manager assistant.
- Building maintenance; work planning and organization; communication with other companies, students and employees at the University of SSE Riga.
- Motivated and enthusiastic about developing good relations with clients. (Have experience working as Receptionist)
- Effective working alone or as a cooperative team member.
- Experienced in Carpentry; reading blueprints, installation of building materials during the construction, working with hand and power tools, etc.
- Basic knowledge in gardening, electricity - (changing light bulbs, basic wiring, testing connections etc.), groundworks, plumbing, and housekeeping assistance.
- Experience with pool and Jacuzzi maintenance.

### RELEVANT SKILLS

- the ability to multi-task and prioritize my workload;
- very good with time management;
- research skills and the ability to draw information from various sources, including people;
- team working skills and the ability to lead and motivate others;
- a practical, flexible and innovative approach to work.
- Microsoft word; basic IT skills; windows video editor; Microsoft Excel;
- **Language skills:**
  - **English** - Professional working proficiency.
  - **Latvian** - Native or bilingual proficiency.

### EMPLOYMENT HISTORY

02/03/2015-01/06/2015 Maintenance Assistant Smith Square Ltd, (Hell Bay Hotel, Bryher, Isles of Scilly, UK)

21/01/2012- Facility Manager Sia "SSE Riga", (Latvia)

16/06/2014	<i>Assistant</i>	
02/05/2010-	<i>Construction</i>	Sia "Fiberglass", (Latvia)
31/08/2010	<i>Worker</i>	
25/06/2008-	<i>Food industry</i>	Sia "Gamma-A", (Latvia)
22/08/2008	<i>worker</i>	
03/06/2007-	<i>Construction</i>	Sia "Fiberglass", (Latvia)
30/08/2007	<i>Worker</i>	

**EDUCATION**

01.09.2008–26.06.2012 - Carpenter (Riga Secondary School of Construction, Riga, Latvia)

**Driver's license** – Category B (European)