


Pio Francesco Medolla

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SUMMARY

- **Leadership** - Managing up to 5 people and organising them for the needs of the different venue department.
- **Analytical and numerical skills** - Obtained 100% in math tests and 100% in accounting for the 1st modules.
- **Problem solving and decision making** - Taking responsibility and facing all problems occurring during a shift, both from customers and staff prospective. Received good reviews and improved customer satisfaction.
- **Collaborative** - Disaster relief work (Amatrice earthquake August 2016). Setting up tents for victims, clearing debris whilst cooperating and supporting my platoon. Taught me the importance of all team member to achieve a task.
- **Communication skills** - Professional speaking abilities gained through training and motivating staff and dealing with complaints from customers. Confident and articulate writing as demonstrated by my university course.
- **Motivated and proactive** - Completed Bloomberg Markets Concepts. Member of Economics/Finance society.

EDUCATION

Brunel University | BSc Economics **2019 to Current**

Key modules: Macroeconomics, Microeconomics, Mathematics, Statistics, Financial Market, Accounting.

ITG Luigi Vanvitelli | Diploma di Esame di Stato (equivalent to UK A-Level) **2009 to 2013**

Key modules: Construction Science, Topography, Design and Technology, Chemistry, Economics, Law.

Secondary school "Giovanni XXIII" | Diploma di licenza Media **2007 to 2009**

Key modules: Italian literature, Math, Natural Science, History, Geography, English, Music.

WORK EXPERIENCE

Assistant Hospitality Manager | Mews of Mayfair | London **Oct 2017 to Current**

- **Staff Management** - Organising staff rotas, supervising and supporting them on the floor.
- **Operating POS terminal** - Completing the End of Day reports and executing the banking procedures.
- **Administrating cash float** - Handling tills and completing cash up.
- **Stock counting and stock rotation** - Using software such as F&B to keep track and record stock.
- **Operating TISSL system** - to track sales and tax. Preparing monthly sales reports to assist the company in sales forecasts.
- **Training new staff** - In knowledge of services, food and beverage in order support them. Created a service procedure template for the staff to reduce mistakes and improve customer satisfaction.
- **Planning events** - Identifying revenue sources and various cost-savings for clients with limited budgets. Increased Christmas 2018 revenue of 20%.

Soldier | Italian Army **Dec 2014 to Sept 2017**

- **Teamwork and collaborative** - Completed extreme training exercises in adverse condition with the same team for 6 months, achieving goals as a team showed me the value of skills, experiences and contributions of all group members.
- **Professional Communication** - Instructed my team up to 8 soldiers in operations. Ranked top 3 on Squad Assault tactics.

Administrative Assistant | GMC construction **Jun 2013 to Nov 2014**

- **Executed preliminary Cost Estimates** - Site inspections to sites, conducted costs analysis estimations and budget comparisons.
- **Customer services** - Responded appropriately and dealt with customers' general enquiries and complaints.
- **Microsoft Office package** - Assisted the entrepreneur on the administrative side, organised invoices and payslips.

VOLUNTEERING

Student Union representative | Student Social Club | Cava de Tirreni **Sep 2010 to Dec 2014**

- **Student representative** - Managed organisation of events such as "Creative Art Day", reunions and various activities.
- **Maintenance of the student centre** - Took care of the centre, opening, closing and maintenance of the centre.
- **Helping the community** - High job satisfaction without the motivation of having a salary.

ADDITIONAL INFORMATION

- Completed **Bloomberg Market Concepts**
- IT skills - Word, Excel, PowerPoint
- Parachuting licence
- 1st Dan TaeKwon-Do
- WSET Lev2 Sommelier qualification
- Musician - Guitar, Piano

LANGUAGES

- **Italian** Native
- **English** Bilingual proficiency
- **Spanish** Basic