



Thursday, September 8, 2022

To Whom it May Concern:

I am writing on behalf of Akhmetzhan Kairdy a remarkable young man whom I have had the pleasure of watching grow over the season job at Arkada Sunny Hotel by Valamar, a hotel under the Valamar chain of hotels in Croatia, Hvar island. It is one of the Valamar Riviera hotels that is a leader in the market of tourism, especially on the island of Hvar, Hotel Arkada provides affordable vacation for people with a middle income, furthermore, by the Ministry of tourism Hotel Arkada rated as a two-star hotel.

I highly recommend Akhmetzhan Kairdy as a candidate for employment. Akhmetzhan was employed by Helios Faros d.d. (managed by Valamar) as a receptionist from 01.07.2022. to 15.09.2022. He was responsible for receiving visitors at the front desk by greeting, welcoming, directing, and announcing them appropriately; answering screening, and forwarding incoming phone calls; receiving and sorting daily mail; maintaining office security by following safety procedures and controlling access via the reception desk (monitor logbook, issue visitor badges); payment for hotel services, opening and closing of the cash desk, control of the deposit, pre-authorization, work with the card payment machine, cash payment, etc.

Akhmetzhan has excellent communication skills, I was struck by his fluency in several languages, such as Russian, Croatian, and English. In addition, he is honest, dependable, incredibly flexible, and, willing to work on a project or job assigned to him. He was always ready to assist in other areas of the hotel operations. In addition to that, I would like to emphasize his weaknesses such as the situation where at first he did not take some tasks and assignments seriously, due to his inexperience and youth, but I would like to note that Akhmetzhan has the ability to quickly adapt to new situations and after several days of working together he showed changes for the better, and thanks to this situation I can praise him for his ability to change for the better, which means he has the potential for progress.

Overall, I have no doubt that he will make a great addition to your team. Please feel free to contact me if you have any questions regarding his candidacy or past work.

Sincerely,

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