**Curriculum Vitae**



Talar Sarkissian

Syrian

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**Personal Information:**

**Name:** Talar Sarkissian

**Father’s name :** Sarkis Sarkissian

**Mother’s name :** Madeline Khija

**Brothers and sisters** : one sister and one brother

**Marital status**: Married

**Birth date :** 29/1/1990

**Birth place :** Syria , Aleppo

**Status :** Engaged

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**Education :**

\* Diploma in Tourism , Tourism ministry , Syria, Aleppo ( 2011 ) .

\* Archaeology Department , Aleppo University (2008-2011) .

\* Bachelorette , Karen Jeppe Armenian college Aleppo (2007).

\* TOEFL , Dar El Nour , Aleppo ( 2006).

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**Experience :**

\* Receptionist assistant at UNHCR,Aleppo(01Feb 2015- present)

\* Secretary at Alkindi insititute ,Aleppo(2014-2015)

\* Teaching history at Alabjadia Institute for tourism , Aleppo ( 2014)

\* Ticketing at Egypt Air – Byblos office , Aleppo ( 2012-till present).

**\*** Ticketing at Atyaf travel and tourism office , Aleppo

( 2011-2012)

\* Tutoring English in summer times ( 2012)

\* Tourism department at Lufthansa travel agency , Aleppo ( 2010 ) .

\* Ticketing at KLM travel agency , Aleppo(2009)

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**Personal Skills :**

\* Communication

\* Working under pressure

\* Good customer service

\* Creativity

\* Management

**Computer Skills:**

\* Microsoft Office with all versions

\* Using computer devices ( printer-scanner-camera)

\* Using fax – radio - VHI

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**Languages :**

**Armenian =** Mother tongue

**Arabic =** excellent ( reading – writing – speaking )

**English =** excellent ( reading – writing – speaking )

**French =** beginner ( reading- writing )