Curriculum vitae

**Name: Elissar Said**

**Place and date of birth:** Btekhnaih 29/6/1989

**Nationality:** Lebanese

**Address:**  Lebanon- Salima/Main Street

**Marital status:** Engaged

**Mobile:** 00961-70734963

**Email:** elisar\_said@hotmail.com

* **Objective:**

Seeking a long term career where I can continuously enrich my knowledge and develop my skills through sharing efforts with a successful team.

* **Professional experience:**

Secretary at law firm in Hazmeih (18January 2016 till present)

Burger King Cashier City Center (March 2013 to May 2015)

Sales woman at HI-BYE fashion shop wear (February 2011-July 2013)

Tele marketing at NOBILIS (Oct 2011till July 2012)

* **Educational levels:**

2010-2014 license in Political Science and Administration (Lebanese University).

2008-2009 Baccalaureate part 2 (Economic and Society)

* **Computer skills:**

-Microsoft office suite (Word- PowerPoint-Excel)

-Internet explorer

* **Languages:**

Excellent knowledge of Arabic (Native), English languages (written, spoken, and reading).

* **Hobbies:**

Internet surfing, music, traveling, shopping.

* **Note:** References are available upon request.

….. I hereby that all the statements above are true and correct to the best of my knowledge and capability.

**Hope your satisfaction**