**Maria-Vanessa Mohasseb** Phone: 961-9-264024

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Kesserwan,Lebanon. Marital Status: Single

Date of Birth: 10/01/1992

Place of Birth: Daroun

Nationality: Lebanese

**Objectives**

* To work in a travel agency by passing through all the positions so that I may achieve my goal in learning and becoming a manager. So that I can understand all the features needed to make the guests reliable on us to make them experience their best vacation and trust our agency.
* To work in a hotel and gain the experience that might boost me in becoming a great leader and manager.

**Education**

* Bachelor of Hotel Management and Tourism, Notre Dame University, Zouk Mosbeh, Lebanon.

Expected date of graduation Spring 2017.

* 2009-2011, French Baccalaureate (Economics and Sociology), Lycee De Ville, Adonis, Lebanon.
* 2008-2009, Lycee Franco-Libanais, Nahr Ibrahim , Lebanon.
* 2006- 2008, French Brevet , Lycee Francais, Jeddah , Saudi Arabia KSA.

**Languages**

Fluent spoken and written Arabic, English and French.

**Work Experience**

* May 2015 – Present, Housekeeping Supervisor, Le Royal Hotel & Resorts, Dbayeh, Lebanon
* June 2014 - September 2014, Receptionist, Nakhal Travel Agency, Sami El Soleh/Badaro, Lebanon.

Data entry of approved/disapproved visas and assisted the booking agents with their customer’s needs, wants and problems.

* April 2014, Runner and waitress, Mix Fm’s “I heart music festival 2014”, Biel, Beirut, Lebanon.
* 2006-2008, Secretary, Cedar International School, Jeddah, Saudi Arabia.

Filing- detailed schedule- progress reports – arrange meetings and workshops.

**Skills**

* Excellent leadership and motivation capabilities.
* Excellent communication and organisation skills.
* Great learner and I want to succeed and get experiences to build a fruitful future.
* Microsoft Office Excel, Microsoft Office PowerPoint , Microsoft Office Word

**International affiliations**

Since 2009, Kids First Association.

It’s an association which helps kids who have cancer. I was a member for two years and now I volunteer whenever I am needed.

**References**

Available upon request.