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| Julia Ibrahim Sleiman |

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| 70/945441  Hadath, Beirut, Lebanon  Lebanese | Juliasleiman2016@gmail.com  24 February 1997 |

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| Objective | I am a fresh graduate with a Bachelor in Travel and Tourism Management, holding the IATA diploma (foundation in travel and tourism with sabre,2017) looking for an opportunity in a small or large company in order to improve by knowing new skills, gaining experience, and contributing the company’s growth. In addition to that, I enjoy working in a diverse community in order to learn from people and share my experiences to develop more socially, and achieve the goals of the firm. |
| Skills & Abilities | Organized and efficient, Able to manage time, Excellent written and verbal communication skills in both Arabic and English language, flexible and adaptable. |
| Experience | May 2/ 2019 – September 7/ 2019 Trainee at Nakhal and CIE   * Receptionist; customer service, patience, and showing a positive attitude. * Cost Control Assistant, preparing manifests, extra luggage and front seat checking.  November 26 /2018 – December 29/ 2018 Internship at MTI Travel   * Travel agency operations;  June 25 /2018 – July 27/ 2018 Internship at Eagle Wings   * Front Desk Operations; |
| Education | American University of Science and Technology – Ashrafieh – Bachelor of Science July 11/ 2019  Majoring Travel and Tourism Management, Holding the IATA diploma (2017)   1. **Lycee Des Arts- Hadath- Baccalaureate II in Economics and Sociology**   June / 2015 |
| Computer Literacy and Languages | * Proficient in Microsoft Office (Excel, Word, and Power Point) * GDS system, mainly Sabre * Languages: English (Full professional proficiency)   Arabic (Native professional proficiency) |
| Communication | I am a sociable and energetic individual who loves to meet new people and discover different personalities. Moreover, I favor working with groups where I have great communication and negotiating skills that helps facilitate work and thus achieve set goals and objectives. |