**Curriculum Vitae**

**Karla Fayad Amer**

***Personal Information:***

Birth: 23/11/1992

Nationality: Lebanese - Brazilian

Visa Status: citizen
Home town: Borge El Sahel Bldg, El Ghbeiri, Beirut, Lebanon
Phone number: +96171170062
Maritalstatus: single
Email: Karla.amer@hotmail.com
Driving License: Lebanon

***Education:***

2011 \_\_ 2015

Lebanese University, Faculty of Hospitality Management
Hospitality Management
Bachelor’s degree/Higher diploma.

-1995 \_\_ 2011

Secondary Evangelical School-Zahle
SE / Sociology and Economics
Baccalaureate/Terminal or Equivalent.

***Languages:***

-English : written & spoken & Comprehend
- Arabic : written & spoken & Comprehend
- Portuguese : spoken & Comprehend
- Français : Elementary

***Experience Career:***

* **01/09/2014 – 06/05/2015**

Indoor sales in Royal Habitat company for trading – Bucharest, Romania

* **04/06/2012 - 06/12/2013:**

Front office, Front desk and Guest services agent, in Moevenpick Hotel and Resort Beirut.

* **01/07/2013 - 30/09/2013:**

Rooms Reservation agent cross-training in Moevenpick Hotel and Resort Beirut.

* **01/08/2012 - 01/09/2012:**

Housekeeping cross-training in Moevenpick Hotel and Resort Beirut.

* **01/06/2011 - 01/08/2011:**

Service waitress in Moevenpick Hotel and Resort Beirut, Hurricane bar.

* Private tutoring (elementary classes)

***Interests and Hobbies:***

-Hobbies : Acting, Horse-back riding, Googling
-Sports : Swimming, Dancing

***Computer Skills:***

 *-*Adobe Photoshop
- Microsoft Programs: MS word, MS outlook, MS Access
- PMS Opera, Fidelio

***Additional Info:***

-Acted in school plays
-Manage the science Fair at SES School
-Trainings and SOP in several topics (first aid, Fire Training, Natural enjoyment and many topics related to hospitality)

***Target Job:***

*-*Career Objective:Seeking to build a career in a progressive and prestigious organization that offers opportunities for advancement and where my skills and qualifications can be employed and developed, seeking a long term commitment in a leading position that incurs coaching, training, people management and development.
-Career Competencies:Excellent communication and interpersonal skills. Ability to interact with staff at all management and operational levels.
The purpose of my letter is to bring to your honorable attention my desire to join your esteemed Kindly find attached my resume in purpose of being an appropriate
candidate, and joining your team. Looking forward with enthusiasm to an opportunity for an interview, to discuss my qualifications, ability to add value, and complete my career path. Hope to hear from you soon.

References available upon request.