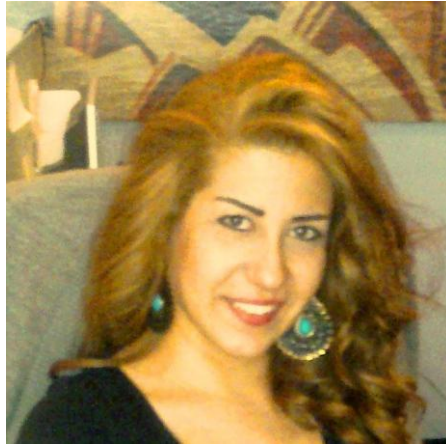


Curriculum Vitae



Waad **s**afadi

Full Name: Waad Safadi

Place and date of birth: Damascus 17.12.1984

Gender: female.

Marital status: Single.

Nationality: Syrian.

Address: Erbil , Kurdistan reign

Tel: - Mobile 00964- 7511382920

Email: waadsafadi84@yahoo.com

OBJECTIVE:

Seeking new challenges in tourism . utilizing all my qualifications & enhancing my skills with opportunities for advancement

EDUCATION AND CERTIFICATIONS

- ❖ Hotel and Tourism Training Centre (HTTC) ((SY)) ((2004- 2005))
- ❖ Tourism certificate in Travel agency in excellent average
- ❖ Trade Baccalaureate certificate.
- ❖ Ticketing: IATA, Amadeus System, Galileo System , Sabre system & troy system

1- Galileo course (2005).& Amadeus Diploma from Etihad air ways (2009).



RELEVANT EXPERIENCE

- **Apr 2006 - 2015: Everest travel & tourism ((supervisor))**
 - Company: Everest Travel & Tourism - Authorized Agent of Russian Embassy – Damascus
 - Authorized of AFT 555 AEROFLOT Russian airline
- **Mar2015 – Present : Bonvoyage travel & tourism ((marketing))**
 - Company : Bonvoyage & tourism- Authorized Agent of Turkish airline – Erbil
 - Bonvoyage : part from steer group companies – Erbil

Responsibilities:

- Managing business correspondences with hotels & travel agencies inside & outside
- Tourist guides, hotel & transportation Booking.
- Preparing pricelists and invoices.
- Issuing and reserving airline tickets using Galileo System.
- Arranging & promoting tourism programs for Syrian cities.
- Arranging & promoting tourism programs for Arab Countries & Turkey, Malaysia & States of Ex-Soviet Union.& Organizing incoming & outgoing tourist groups.
- Issuing and selling travel insurance.
- Producing new business lines with newly established hotels & travel agencies and enhancing relationships with existing ones.

- **LANGUAGE QUALIFICATIONS**

- ☞ Arabic “mother tongue” & English “ Good at Writing, Reading & Speaking”

COMPUTER SKILLS

- ☞ Microsoft Word & Excel
- ☞ Microsoft Power Point
- ☞ Internet applications & Emails
- ☞ Galileo , Amadeus ,Sabre & troy

REFERENCES

- Available upon request.