

Amanda R. Atie

PERSONAL DETAILS

Amanda Atie
Beirut, Lebanon
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KNOWLEDGE OF

Tickets issuing services

Attending fun venues

Engaging with customers

Handling cash

LANGUAGES

English & Arabic

PERSONAL SKILLS

Fun attitude

Quality consciousness

Passionate about traveling

Team player

Self-motivated

CAREER OBJECTIVE

A team player who is hands-on, can adapt to the situations quickly and can fulfil a variety of roles as and when required. I am an efficient young lady, who is capable of a high level of sustained physical effort and able to respond to a demanding work load. I am more than able to create that all important first impression with customers, and have a genuine passion for delivering exceptional service to customers. I am looking for a suitable position within the Hospitality and Tourism sector.

ACADEMIC QUALIFICATIONS

American University of Science and Technology **2014- 2017**
Hospitality & Tourism

SKILLS ACQUIRED WHILST STUDYING

- How to work at award ceremonies, celebrity parties, and sporting and music events, exhibition openings, private and corporate.
- Outstanding verbal, written and listening skills.
- Proficient at using a variety of computer applications.
- Capable of managing stress.
- Detail-oriented
- Strong analytical skill

KEY COMPETENCIES LANGUAGES

- Knowledgeable about the hotel industry and travel agencies..
- Able to work to tight deadlines & use initiative within a pressurized environment.
- Willing to work evenings, nights and weekends, all at short notice.
- Good personal presentation / interpersonal skills & a good command of English.

COMPUTER SKILLS

- Office Package: Microsoft Word, Microsoft Excel, Microsoft Power Point, Microsoft Outlook
- Graphic Tools: Adobe Photoshop
- Global Distribution System (GDS), Air Fare & Ticketing

SELECTED ACHIVIEVEMENTS

GC at LAU MUN student (certificate)
IATA certified - 2016
Marathon, university booth (volunteer)

HOBBIES & INTERESTS

Traveling, reading, running, socializing.

REFERENCES – Available on request.

