**Rose-Marie Helau**

**Personal Information:** Date of Birth: December 19, 1992

 Nationality: Lebanese

 Marital status: Engaged

 Adress: New-rawda,garden city str,Beirut Lebanon

 Mobile: 71-602607

 Email: Rosehelau@gmail.com

**Education:** 2015-2017: Institut de Tourisme-Dekwaneh (Ts1-Ts2 Tourism)

 2009-2013: Institut de Tourisme-Dekwaneh (Bt1-Bt2-Bt3 Secretary)

**Languages:**

|  |  |  |  |
| --- | --- | --- | --- |
| Read | Written | Spoken | Languages |
| Very good | Very good | Very good | Arabic |
| Very good | Very good | Very good | French  |
| Good | Good | Good | English |

**Computer Skills:** Microsoft office: Excel Software,Word applications, Powerpoint

**Practical Experience:** Jeans couture: sales (full time)

 Strumph: waitresses (full time)

 Helo Company: secretary (part time)

 Le Voyageur agency: Training (part time)

 Hotel Phoenicia: Training (part time)

 Nakhal Agency: Training reception, visa department, request department (Full Time)