

NARINE PAPIRIAN

PERSONAL INFORMATION

Date of Birth: February 16, 1994
Nationality: Lebanese
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OBJECTIVE

I am currently exploring the possibility of obtaining a position in your company. In a challenging environment, providing opportunities for growth and advancement, where I can utilize my experience and skills toward becoming a valuable team member. I look forward to solve problems in an effective manner, in a challenging position and to enhance my professional skills by using them in the best possible way for achieving your company's goals.

EDUCATION

2015-2019 Lebanese International University
Bachelor of Business
Major: Hospitality and Tourism Management

2012-2014 Holy cross (High School)

ITK (Institut Technique Al-Kafaàt)
Graduated in 2014 with a certificate of Technical School
in Hotel Management

WORK EXPERIENCE AND TRAINING

2019- present Holiday international travel (travel consultant)
Duties include:

- Entering data into software and maintain client files

- Dealing with occurring travel problems, complaints or refunds
- Booking transportation, making hotel reservations and collecting payment/fees
- Providing relevant information, brochures and publications

2017-2019 Karen Millen (sales assistance, ABC dbayeh branch)

Duties include:

- Stock control
- Visual merchandising
- Day to day & monthly reports
- Achieving individual & team target
- Generating loyal customers
- Updating customers with new feeds

2014-2015 Moka&More (Foodservice) le Mall Branch

Duties include:

- Welcoming customers
- Expediter and cashier
- Upselling
- Inventory counting & reconciliation
- Ordering
- Opening/closing duties

LANGUAGES

English - Excellent written and verbal communication

Arabic - Excellent written and verbal communication

Armenian - Excellent written and verbal communication

French - Beginner level

COMPUTER SKILLS

- Microsoft Office: Word, Excel, PowerPoint, Outlook
- Conducting research with various search engines
- Operating on SQUIRREL, OMEGA system and BIM (Point of Sales)
- OPERA Property Management System (PMS)
- AMADEUS system

HOBBIES

- Reading
- Computing
- Dancing

REFERENCES

Available upon request