# Sohaila Mounir Khalil Shaaban

#### PERSONAL INFORMATION

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Gender:	Female	
Address:	6 th October city, No.5 District 4, Giza	SHA 20
Mobile No:	+2-0007118076	
E-mail:	<u>sohailamounir.com@gmail.com</u>	Sec.
Date of Birth:	5th April 1998	
Marital Status	Single	
EDUCATIONAL HISTORY (Still Undergraduate)		

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### 2018—2021 Institution of Tourism and Hotels – Cairo, Egypt

Department of internal and external tourism services-5years

### **Experiences (WORK)**

- Animations Sport Trainer at Sheraton Hurghada and Dream's Resort MarsaAlam from July 2019 to August 2019
- Receptionist at Derby Café & Playstation from December 2018 to June 2019
- Call Center Representative at PES from May 2018 to November 2018
- Hostess at Applebee's Restaurunt from November 2017 to March 2018
- **Baby Sitter** from July 2017 to October 2017
- Call Center Representative at Zack's from January 2017 to April 2017
- Casher at Zack's from August 2016 to December 2016
- Staff Trainer at Mcdonald's from February 2015 to July 2016
- Shift Leader at Mcdonald's from August 2014 to January 2015
- All Stations' Trainee at Mcdonald's from May 2014 to July 2014

## **Computer Skills**

- Facebook and Instagram (Social Media Skills): Excellent
- Microsoft Office (Word, Excel, Power Point): Very Good

## LANGUAGES

- Arabic: Native
- English: Very Good
- Turkish: Fair
- Spanish: Fair

## **Personal Skills**

- Punctual, hard worker, creative and innovative.
- Able to manage projects.
- Able to lead team, work in teams or individually.
- Able to work under pressure and in any environment.
- Fast learner and ready to learn anything upon request. •
- Excellent communication skills.
- Excellent presentation skills.
- Extremely tidy and organized.
- Ready to relocate upon request. •