

Baghdad- Iraq Cell Phone: +964 7701091843
E-mail: zahraaalkubaisi23@gmail.com



Zahraa Nooruldeen Abdulrazzaq

Date of Birth: December 04, 1991

Objective Looking for a challenging position in a company where I can make effective use of my management skills for the growth of the company

Experience	Al Ghanim Co. for Tourism and Travel <i>Booking Receptionist</i>	Baghdad
	Um Al Qura Co. for Tourism and Travel <i>Booking Receptionist</i>	Baghdad
	Sama Aljood Co. for Tourism and Travel <i>Booking Receptionist</i>	Baghdad
	Waha Alkhayraat Co. f or Tourism and Travel <i>Booking Receptionist</i>	Baghdad
	Booking hotel reservation using (Hajeز) system <i>Booking Receptionist</i>	Baghdad
	Booking plane tickets systems (FlyDubai, AirArabia, SITTA – Iraqi Airways, and Galileo) <i>Booking Receptionist</i>	Baghdad
	Three year experience as an accountant at several travel agencies (i.e fly Baghdad, IranAirways – Nabaa Al-Iraq Raihana)	
	Eleganza brand company for Men & Women fashion <i>Administration assistant</i>	Baghdad
	Sima Baghdad co. for general contracting & trading agencies <i>Assistant Manager</i>	Baghdad

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Education	Baghdad University	Arabic Language & Quran Science diploma	2013
Language Skills	Arabic	English	
	Speak: Excellent Write: Excellent Read: Excellent Understand: Excellent	Speak: Good Write: Good Read: Good Understand: Good (TOEFL Exam certified)	
Computer Skills	Software & Hardware maintenance, Networks & Communication (CISCO), Microsoft office (Word, PowerPoint, Excel), MikroTik, Autocad, Photoshop, Al- Ameen system for accounting		
Booking Systems Certificates	Galileo System, Sabre System		