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|  | Curriculum Vitae (CV) |
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| Snapchat-2131307558 (2).jpg | Name: Noor Riyad Yasin Date of birth: 25-12-1985 Nationality: Jordanian Gender: Female Marital status: MarriedEmail: noor\_yasin\_400@hotmail.com Mobile: 0792267260Address: Amman, Tla al-Ali |

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|  | ProfileI am a Business Administration graduate from the Arab Open University. I am ambitious and keen to find a position in a well-established firm. An excellent communicator, reliable, quick learner and able to work on own initiative or as part of a team, adaptable and flexible in all situations. I have good communication skills. I have a friendly nature and a good sense of humor. Education2013-2019 Arab Open UniversityDegree: BA in Business Administration-goodSweileh Secondary School2003, High School Degree (Hotelier Branch) experience -Worked at Business Soft Company as:1. Secretary office management

(2007-2009)1. Sales and marketing

 (2009-2010)1. Sales

(2010-2011)-WORKED At amman International Hotel Accounting department (2018-2019) -worked at quest travel tourism accounting department (2023-Until now(QualifictionsT raining courses/workshops:1. ERP Solution and CRM (Customer Relationship Management)

skills* Team work, Customer Service.
* Excellent knowledge of Microsoft office (Word, Excel sheets, Power point and Access).
* Enterprise Relationship Management (ERP), and Customer Relationship Management (CRM)
* Excellent ability to utilize the internet.
* Good knowledge in business management.
* Very good managerial skills and attention to details.
* Ability to work well as part of a team and interact effectively with other team members.
* Dedicated, trust worthy, knowledgeable, problem solver.
* Valid Driving License.

Languages* ARABIC: Mother tongue.
* ENGLISH: Very good in English

References* Available upon request.
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