

Rania Fahed Almajali

OBJECTIVE

A creative and committed personality, with a great deal of responsibility and passion for work. I have the knowledge and skills that qualify me to work in a reputable company or institution in my field. I love the nature of my work and have experience in selling and dealing with customers, so I seek to apply the knowledge, skills and experience I gained in a competitive work environment that enhances my ability to provide the best, transfer my creative skills and create the right environment to help me acquire good experiences and skills and face new challenges.

EDUCATION

- ❖ **University of Jordan (2013)**
Bachelor's degree in Archeology and Tourism
GPA : very good

CONTACT



Rania.fahed5691@gmail.com



+962791554854



Jordan - Amman

D.O.B : Jun / 5 / 1991

Nationality : Jordanian

Marital status : Single

Driving License : Available

WORK EXPERIENCE

- ❖ **Days inn Hotel (Aug 2022 – May 2023)**
Assistant banquet manger
- ❖ **Days inn Hotel (Jul 2018 – Aug 2020)**
Assistant supervisor and banquet sales
- ❖ **Days inn Hotel (Mar 2013 – Nov 2018)**
Banquet officer

QUALIFICATION

- ❖ Tactful in talking and I have the style and coordination with other departments to meet the client's needs
- ❖ Curiosity and desire for continuous learning to develop and advance at work through career progression
- ❖ The ability to convince clients
- ❖ The ability to communicate information in a fun and not boring way
- ❖ Love and passion for work
- ❖ Openness to different cultures and the ability to deal with all types and customs
- ❖ The ability to handle the pressures of working for clients
- ❖ The ability to use technology to enhance work efficiency
- ❖ The ability to plan and implement strategies with high flexibility

COURSES

- ❖ Excel advance Course
- ❖ Tourism Development
- ❖ Course in Leadership From USAID
- ❖ Course in Success Skills From USAID
- ❖ Course in How to Establish and Manage a company From USAID

PERSONAL SKILLS

- ❖ Ability To Manage Time.
- ❖ Team Work Skills
- ❖ Take Responsibility.
- ❖ Ability To Handle Difficult Situations.
- ❖ Innovative Creative Personality
- ❖ Work Under Pressure
- ❖ Communication Skills
- ❖ Fast Learner
- ❖ Endurance And Patience
- ❖ Problem Solving

TECHNICAL SKILLS

- ❖ The ability to use the computer and its tools.
- ❖ Ability to use Microsoft office (word , Excel , access, Outlook, PowerPoint)
- ❖ All office work and management.
- ❖ Customer Service.

LANGUAGES

- ❖ Arabic : Excellent
- ❖ English : Good