**CURRICULUM VITAE**

# SABA

Saba.150470@2freemail.com

# OBJECTIVE

**Seeking a suitable position of responsibility where my past and varied experience would be fully utilized in a career opportunity and where making a significant contribution to the success of my employer will gain me career advancement opportunities.**

# EXPERIENCE

**Business Guide Travel & Tourism L.L.C (2015 -2016)**

* **Worked as Tourist Information Clerk in Business Guide Travel & Tourism L.L.C for one year, Dubai, UAE**

**Qesham Travel & Tourism L.L.C (2016 - till now)**

* **Presently working as Cashier at Qesham Travel & Tourism L.L.C from one & half year – till now Dubai, UAE**

**DELIGHT Int Pvt Ltd (IATA Approved) Lahore Pakistan (2000 2012)**

* **Working experience in travelling and overseas field**
* **Worked as a reservation Counter In Charge**
* **Well aware of issuing and refunding tickets**
* **Proficient in using different GDSs like**
* **Galileo**
* **Abacus/cyber**
* **Amadeus**

**Pak Travel & Tourism Lahore Pakistan (2013 - 2014)**

* **Working experience in Travel & Tourism Dept**
* **Worked as Ticketing reservation Officer**
* **Handling Customer enquiries.**
* **Making reservation and ticket issuance**

# VISA STATUS

* **Transferable Visa**

# PASSPORT DETAILS /NATIONALITY

* **Issue Date :08/07/2014**
* **Expiry Date :07/07/2019**
* **Nationality : Pakistani**

# PERSONAL DETAILS

* **Date of birth : 03/08/1992**
* **Marital Status : Single**
* **Religion : Christianity**

# EDUCATION

* **High School – 1999 ( Science Group - Board Of Intermediate & Secondary Education Lahore, Pakistan)**

# OFFICE/COMPUTER SKILLS

* **Microsoft Word**
* **Internet Surfing**
* **Excel**
* **Typing (50 WPM)**

# LANGUAGES KNOWN

* + **English, Urdu, Hindi, Punjabi**

# STRENGTH

* **Confident**
* **Flexible**
* **Self Motivated**
* **Team Player**
* **Trustworthy**

**I hereby declare that the above furnished information is true to the best of my knowledge and belief.**