+38976751223 Pitu Guli 5, Bitola, Macedonia

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Profile

Student at a German university, studying International Tourism Management with motivation for learning more. Currently living in North Macedonia and approaching the end of my studies. Passion for literature, fitness, traveling and experiencing the tourism industry. Aspirations to participate in sustainable development projects and helping the environment. I am holder of a F&B handling license - category B , also vaccinated with two shots of BionTech - Pfizer.

Skills & Abilities

Excellent communication skills, fast learner, experience in customer service, adaptable, with problem solving mindset. Able to work in a team, comfortable with taking up leadership role. Technologically literate.

Experience

Taskforce BPO – Bitola, Macedonia August 2022 – present

Insurance specialist

- Direct communication with clients, recognizing selling points, solving insurance problems and issues
- Issuing quotes, endorsements, certificates, and various other legal documents.

Technische Hochschule Deggendorf – Pfarrkirchen Germany October 2021 – June 2022

International Tutor

- Assisting students with legal documents and proper execution
- Reviewing curricula topics and assignments
- Contributing to students learning, growth and advancement
- Flexible hours and flexible attitude in order to deliver best results

PASH The Healthy Option – St Paul's Bay, Malta January 2017 - January 2018

Supervisor

- Managing new products to increase sales
- Creative thinking in order to attract customers
- Managing staff and maintaining relationship with suppliers
- Hiring, training and managing employees

ESE School of English – St Julian's, Malta May 2016 – January 2017

Front desk receptionist

- Maintaining log books, including sign-in/out logs, front desk expenditure
- Provide technological assistance for students, staff and faculty in person and on the phone
- Managed cash, check, credit and debit card transactions, guests personal data with 100% accuracy and accountability