Omaima Dheyab Hussein

**Nationality** : Iraqi

**Birth Date** : July, 26.1996 / Baghdad

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EDUCATION

Bachelor’s Degree in biology from University Of Baghdad

LANGUAGES

**Arabic** : Native Language.

**English** : Fluent in English (Reading, Writing and Speaking)

SKILLS

* Working with Babylon booking reservation site.
* Qualified in Galileo computer reservations system
* Check Availability and Sell Flights
* Build a Booking File
* Retrieve and Change a Booking
* Manage Booking Files on Queue
* Claim PNR
* Issue and Exchanging Tickets
* Calculate Refund Amount
* Booking tickets with:
* fly Baghdad
* Royal Jordon system
* Iraqi airline system A2A.
* Fly Dubai.
* Air Arabia.
* Electronic visa submitting..
* Good dealing with the costumers.
* Good with call center and reception tasks.
* Group coordinating.
* Good working with MS word, Excel, power point & Internet applications.
* Preparing monthly reports, Events.
* Good experience managing mails and follow up.

CERTIFICATE

Classroom training with Travel port NDC Iraq.

