

**Cosette H. Assadourian**  
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**Personal Data:**

- Dual Nationality: Lebanese and Armenian.
- Date of Birth: April 22, 1982.
- Marital Status: Single.

**Education & Degrees:**

**2005-2007:** Ticketing and Reservation at the American Lebanese Language Center – Dbayeh, Lebanon.

- IATA program + Galileo Reservation System.
- IATA Diploma + Government certified diploma.

**2001-2002:** Ticketing and Tourism at the ALLC – Dbayeh, Lebanon.

**2000-2001:** English Language courses at the ALLC – Dbayeh, Lebanon.

- ECCE – Examination for the Certificate of Competency in English from the University of Michigan, USA.
- ECPE – Examination for the Certificate of Proficiency in English from the University of Michigan, USA.

**School:**

**1993-2000:** High School Degree (Bacc II equivalent) from Tarouhy-Hovagimian Armenian College – Sin-el-Fil, Lebanon.

**Computer Skills:**

MS Applications, including Word, Excel, Access and PowerPoint.

Configuration and setup of e-mail accounts and Internet, and social media platforms.

MS Outlook e-mailing system.

**Languages:**

	<b>Spoken</b>	<b>Written</b>	<b>Read</b>
<b>English</b>	Fluent	Fluent	Fluent
<b>Arabic</b>	Fluent	Fluent	Fluent
<b>French</b>	Basic	Good	Good
<b>Armenian</b>	Mother Language		

**Training: ETIHAD AIRWAYS**

**Start Date:** June 15, 2007

**End Date:** September 30, 2007.

- Ticketing and Reservation at ETIHAD AIRWAYS (Call Center).
- Amadeus Reservation System.

Address: Etihad Airways – Downtown Beirut, Bab Idriss. Tel.: 00961 1 975000.

#### Training: SABRE TRAVEL NETWORK

**May 2013:** Sabre Air Basics & Pricing

**December 2015:** Sabre QReX & EMD

**October 2017:** Sabre Air Ticketing, QReX & EMD

#### Work Experience:

**December 2016 – Current: Bonzai Travel Design, Sin el Fil – Lebanon.**

- Senior Travel Consultant
- Knowledge of Sabre GDS (booking of air tickets)
- Hotel reservations
- Preparation of packages & tours
- Cruise reservations
- Visa formalities
- Incoming packages & tours in Lebanon

**February 2015 – November 2016: We Fly High Travel & Tourism – Achrafieh, Lebanon.**

- Senior Travel Consultant
- Knowledge of Sabre GDS (booking of air tickets)
- Hotel reservations
- Preparation of packages & tours
- Visa formalities

**July 2012 – May 2013: Hansa Travel Services – Bourj Hammoud, Lebanon.**

- Travel & Holidays Consultant
- Knowledge of Amadeus GDS (booking & issuing of air tickets)
- Preparation of packages & tours
- Hotel reservations

**February 2010 – June 2012: Chedid & Associates SAL, Insurance & Reinsurance Brokers – Baabda, Lebanon.**

- Travel Assistant/ Administration Department
- Scheduling meetings with international companies abroad
- Visa formalities
- Knowledge of Galileo & Amadeus GDS (booking of air tickets)

**June 2009 – January 2010: Mawared House, for Dubai Visa Processing (through Emirates Airlines) – Hamra, Gefinor Center, Lebanon.**

- Customer Service
- Visa applications to Dubai
- Visa posting on reservation (EK WebMars system)

#### Interests:

Music, reading, swimming, and group fitness classes.

#### My Objective:

My goal in life is to be successful in my career and go up the ladder gradually. I believe in luck, but hard work is what will get you there!