

**GOS**

**R**

**Rana sluman ALharbi**

GROUND OPERATION

## OBJECTIVE

seeking to apply my acquired experiences within a competitive work environment for enhances my abilities to apply progress , increase my creative skills and fulfils my passion for gaining experiences and new skills

7/1/1994



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Saudi Arabia  
Medina

## LANGUAGES

Arabic

English

## EDUCATION

### **Professional Diploma Ground Operation**

Umm AL Qura University ,average 3. 96 out of 4 with a excellent grade



### **Bachelor of arts and Humanities**

Taibah University , average 4.29 out of 5 with a General Assessment of very good with second honors degree

## PRACTICAL TRAINING

AMADEUS Altea Departure control



Methodology of issuance load sheet and load instruction reports manually  
AMADEUS (Flight manage -ment )

## COURSES

- Disaster and crisis Management saudi Red crescent Authority

- Travel Agent – develop your Service .

- Crisis and Disaster Management from SGS

- ravel and Tourism

- Knowledge in( MC ) Customers Management system

## SKILLS

- Using the computer

- teamwork

- Effective communication

- take responsibility

- solving problems

- fast learning

- time management