



## Personal Information

**FIRST NAME / SURNAME** wajeeha sehrish  
**TEL** 0569703371  
**EMAIL** wajeehasehrish@gmail.com

**NATIONALITY** Indian  
**DATE OF BIRTH** 16-02-1997  
**GENDER** Female

## Work Experience

**DATES** April 28- May 12 (2016)  
**POSITION** Intern  
**RESPONSIBILITIES** -Seating arrangements for the guests  
-Registration for the visitors  
- Providing Detailed Demo for the visitors  
**EMPLOYER / ADDRESS** Children's International Film Festival  
**TYPE OF BUSINESS** event

**DATES** May 15 - May 18 (2017)  
**POSITION** Job Shadowing  
**RESPONSIBILITIES** Everyday operational activities  
**EMPLOYER / ADDRESS** under Human Resource Management, Business  
**TYPE OF BUSINESS** Development and Front Desk Office

**DATES** June - July ( 2017 )  
**POSITION** Customer Service Agent  
**RESPONSIBILITIES** -Confirmed orders of the customers  
**EMPLOYER / ADDRESS** FETCHR  
**TYPE OF BUSINESS** logistics

**DATES** July - October (2018)  
**POSITION** Sales Associate  
**RESPONSIBILITIES** - Replenishment of Garments  
- Cashier  
**EMPLOYER / ADDRESS** Al Shaya ( H & M)  
**TYPE OF BUSINESS** Textiles



<b>DATES</b>	September - October ( 2019)
<b>POSITION</b>	Sales Intern
<b>RESPONSIBILITIES</b>	cold callings to potential Customer
<b>EMPLOYER / ADDRESS</b>	Eton Institute
<b>TYPE OF BUSINESS</b>	Language Institute

### Education and Training

<b>DATES</b>	2015 - 2018
<b>QUALIFICATION AWARDED</b>	Bachelor of Honors in International Tourism Management
<b>PRINCIPAL STUDIES</b>	Human Resource, Marketing
<b>INSTITUTION</b>	Middlesex University Dubai

<b>DATES</b>	2019 - 2020
<b>QUALIFICATION AWARDED</b>	Aviation and Hospitality Management
<b>PRINCIPAL STUDIES</b>	Travel and Tourism
<b>INSTITUTION</b>	Frankfinn Institute Dubai

### Skills and Competences

<b>LANGUAGE SPOKEN</b>	English
<b>OTHER LANGUAGE(S)</b>	Hindi, Urdu, Kannada
<b>SOCIAL SKILLS AND COMPETENCES</b>	Presentation Skills , Responsible, communication skills
<b>ORGANIZATIONAL SKILLS AND COMPETENCES</b>	Sales, Marketing, Leading, speaking, Quick Learner, Decision making, Project Management, Innovative Ideas
<b>COMPUTER SKILLS AND COMPETENCES</b>	Mac, Microsoft Office, Spss