



# Khaled Elsayed

OPERATION MANAGER / TRAVEL CONSULTANT

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0509022275

khaled\_badwi@yahoo.com

DUBAI, UAE

## Birth Date

30/11/1987

## Nationality

EGYPT

## Driving License

DUBAI

## Skills

Excellent Knowledge Of Microsoft Office



Strong Sales And Interpersonal Skills



Ability To Negotiate Effectively



Excellent Knowledge Of Computer Reservation Computer Programs



Working Knowledge Of Domestic And International Travel Trends



Ability To Speak Languages In Addition To English Preferred



Detail Oriented And Highly Organized



Strong Problem-Solving Skills



Strong Ability To Manage Time And Prioritize Tasks



## Profile

1. Excellent communication, both verbal and written
2. Knowledge of budgeting, interpreting, and understanding financial statements
3. Outstanding leadership abilities
4. Accustomed to adapting to a fast-paced, changing environment
5. Excellent time management skills
6. Advanced user of Microsoft Office Suite
7. Adept at writing reports, business correspondence, and procedure manuals
8. Ability to identify and address performance-related issues
9. Familiarity with how to plan, implement, and monitor KPIs
10. Ensure proper training for employees to improve sales, marketing, and customer service skills
11. Extensive experience implementing and managing operational plans
12. Proficiency in preparing and controlling operational budget

## Education

### Faculty of Tourism & Hotels , Alexandria University

Alexandria | 2006 - 2010

Bachelor of Tourism and Hotels Alexandria University.

## Employment History

### Operation Manager , NBH Travel

### Operations, Treasures Travel & Tourism ( Albadie Group )

Dubai | 2015 March - 2018 March

Treasures Travel & Tourism (Albadie Group Company) The Main Branch Located In Abu Dhabi .

GDS by Albadie Travel Agency Group . ( Amadeus - Galileo )

## Courses

Amadeus Course , Amadeus Global Distribution System ( IT Group )

# Languages

Arabic.



English



2013 - 2013

**Galileo Course , Galileo ( Travelport )**

2011 February - 2011 February

## Responsibilities:

## Hobbies

1. Travelling
2. Long walks on the beach.
3. Chess
4. Social Media
5. Football
6. Watching Movie
7. Hobby Horsing
8. Photography
9. Video Games
10. Language Learning

## Objective

Highly motivated individual with master's in operations management and eight years of managerial experience seeking employment at Andador, Inc. to use abilities and knowledge to meet and exceed company goals.

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