CURRICULUM VITAE

**PERSONAL INFORMATION**

Name: Alice Mwongeli Bore

Nationality: Kenyan

Date of birth: 24 August 1991

Gender: Female

Marital Status: single

Religion: Christian

Weight: 53kgs

Height: 5.6ft

Passport: A1819862

Address: 30091-00100, Nairobi, Kenya

Mobile number: +254 704833551

Email: mwongelialice@gmail.com

**CAREER OBJECTIVE**

* To obtain a position with a well established organization that I will be able to give

positive contributions to the growth of the tourism industry and to work well with people

**ABILITIES**

* Energetic
* Flexible
* Willing to learn
* Proficient in French and Chinese as well as English and Kiswahili

**EDUCATION**

**Air Travel and Related Studies Centre**

**International Travel and Tourism**

July 2011-March 2012: Foundation level

Grade: Pass

Course content: -Air Fares and Ticketing

- Amadeus

- Travel and Tourism General Knowledge

April 2012- September 2012: Consultant level

Grade: Distinction

Course content: - Advanced Fares and ticketing

-Travel and tourism General knowledge

October 2012- March2013: Management level

Grade: Pass

Course content: -Managerial skills

- Law and Regulation

- Finance and Business

April 2013- September2013: Senior Management

Grade: Distinction

**International Cabin Crew Duties**

September 2012- June 2013

Grade: Pass

Course content: - Customer Service

- Safety and Emergency Procedures

- Medical Emergency and Training

-Introduction to dangerous goods.

**Professional Techniques in Tour Operations**

October 2012- June 2013

Grade: Distinction

- Tour Planning and Costing

- Information Technology Planning

- Hotel and Flight bookings

**2011: The YMCA Training Centre**

Awarded certificate after persuading the department of computer studies

**2007-2010: The Kenya Certificate of Secondary Education**

Rachel Girls High School

**REFEREE**

Mr. Charles Gakuu,

M.D Air Travel and Related Studies Centre,

P.O Box 102042-00101 Nairobi, Kenya

Tel: +254721380590

Email: admin@airtravelstudies.co.ke