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,

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