

Curriculum Vitae

Personal Information

Full Name: Jana Mohammad Al-Taher

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Objective

Motivated and customer-focused hotel management graduate seeking to apply my skills and training in a reputable hotel environment. Passionate about delivering exceptional guest experiences and contributing to the success of the hospitality team.

Education

Degree: Bachelor's Degree in Hotel Management

University: Yarmouk University

Graduation Year: 2025

Work Experience

Trainee – Four Seasons Hotel, Amman

Duration: 8 months

- Assisted in front desk operations and guest services.
- Supported hotel departments to ensure a high standard of hospitality.
- Handled guest requests and provided outstanding service experiences.

Skills

- Excellent Communication and Interpersonal Skills
- Multitasking and Time Management
- Problem Solving and Conflict Resolution

- Proficient in Hotel Management Systems
- Microsoft Office (Word, Excel, Outlook)

Certifications

Bachelor's Degree in Hotel Management – Yarmouk University (Expected 2025)

Languages

Arabic: Native

English: Very Good

Interests

Hospitality and Tourism

Customer Service Excellence

Cultural Exchange and Traveling