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Flat 3, 15 Knyveton Road , Bournemouth , Dorset BH1 3QG

Cell: 07477293239 - tatiana.kuvs@gmail.com

A Tourism Management graduate speaking fluent English, Russian and Lithuanian, is looking for  
a graduate job in marketing or tourism management. I have relevant experience and I am ready to  
face any possible challenges and dedicate myself to work. My core values are 4Rs: responsibility,  
reliability, rationalism, relationship development; these are the cornerstone qualities for  
successful professional achievements.

MS office Fast learner  
Adobe Photoshop Multilingual (Russian,Lithuanian-  
Amadeus Selling Platform, Dolphin Travel native, English-fluent  
Management System The online marketing fundamentals  
Strong numerical and marketing skills certification

Communication skills  
Commitment to quality and service

08/2016 Receptionist/Administrator - summer job

***Radisson Blu hotel Lietuva*** – *Vilnius*, *Lithuania*

By liaising with different people on a daily basis helped me to improve my customer service,  
prioritizing and multitasking skills.  
All of my work experience involved cooperation, team work and commitment which ensured  
daily targets were met.  
Collaborated with housekeeping, maintenance and security departments to ensure the  
delivery of efficient, high-quality service.

01/2016 Sales Assistant - Christmas job

***Tiger shop UK*** – *Bournemouth*, *UK*

Working in retail I have mastered the essential competencies such as problem-solving and  
effective sales.  
Attentive to details as I was responsible for processing cash and card payments,as well as,  
involved in stock control and management.  
Built relationships with customers to increase likelihood of repeat business.  
Responded to customer questions and requests in a prompt and efficient manner.

09/2015 Operations Executive

***STA Travel*** –*Liverpool*, *UK*

Issued 55 tickets/ reissued 35 tickets a day  
Liaised with airlines regarding any queries or errors in the system  
Checked flight taxes and prices in order to match the balance  
Assisted with all consultants' queries via both phone and email on a daily basis.  
Ensured that passengers were eligible to travel, all bookings were fulfilled centrally and  
accurately   
Worked in Amadeus Selling Platform and Dolphin Travel Management Systems

05/2014 Technical Adviser - part-time job during studies

***WDS (Tesco Mobile)*** – *Bournemouth*, *UK*

Provided base level IT support to non-technical personnel within the business.  
Dealt with different issues using many IT systems including Cisco, Blackberry, Brightstar, 20

Bachelor of Arts: Tourism Management

***Bournemouth University*** - *Bournemouth,Dorset*, *UK*

Tourism Management  
Financial Reporting

Economics for Tourism  
Marketing for Tourism  
Digital Marketing  
The Market Economy  
Financial Appraisal  
Strategic Management for Tourism  
Managing People  
Economics for Tourism and Event

I am a Bournemouth University Tourism Management graduate with strong numerical and  
marketing skills which I gained during the four years at university when I was extremely  
interested in Financial Reporting and Marketing units. My results are reflecting it as well, I was  
marked 100% for an assignment where we had to produce a balance sheet and income statement,  
64% for the cash flow statement. My interest to marketing helped me to get 65% for marketing  
plan for a little resort near London. Presentation skills, the ability to work with deadlines,  
effective problem-solving helped me to manage time effectively which as a result made me eligible  
for second-class honours (2:2) certificate. In addition, I was a President of the Russian Society at  
Bournemouth University. My main duties as a President were to arrange events and attract new  
people to the society. I have organised some tours to London for 25 students and we participated  
in a Stand Up comedy show where we took the 1st place.

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Secondary school certificate 2000 - 2012 Vilnius,Lithuania

Maths, English, History, Lithuanian - A level subjects

Mark Johnson (Global Operations Manager)

Telephone: +44 (0) 151 559 3959

Email: mark.johnson@statravel.co.uk

Company: STA Travel

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English- Fluent

Russian and Lithuanian - Native

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Traveling is my passion. I have already been in majority of European countries and my aim  
is to visit Africa and Americas.  
Psychology is my favorite subject which helps me to understand emotions, facial expressions  
and even feelings of different people. To my mind, "Emotions revealed" by Paul Ekman and "  
Psychology: The science of mind and behavior " by Richard Gross are the best books relating  
to my interest.