



SOMAIYA HAROON

CAREER OBJECTIVE

Driven and versatile professional with a strong educational background. Seeking opportunities that will allow me to apply my skills, expertise, and passion to make a meaningful impact in a dynamic work environment. I am open to diverse roles and industries that align with my broad skill set, adaptability, and dedication to continuous growth and development.

ACADEMIC BACKGROUND

MASTERAL DEGREE – 2015 - 2017
MS in Journalism & Mass Communication
University of MMHAPU

- Effective Communication
- Media Literacy

BACHELOR DEGREE – 2010 - 2013
BS in Journalism & Mass Communication
University of MMHAPU

- Storytelling Mastery
- Research Proficiency

EXPERIENCE

RECEPTIONIST – Mar 2018 – Sept 2018
Hotel Sunshine, Delhi

- Prioritized guest satisfaction by delivering prompt and courteous service.
- Accurately recorded and managed guest information and reservations.
- Effectively solved guest concerns, maintaining a high level of satisfaction.

ABOUT ME

Date of Birth: July 24, 1993
Age: 30
Gender: Female
Place of Birth: India

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📍 Al-Nahda, Sharjah
✉ Somaiya131@gmail.com

SKILLS

Creativity	●●●●○
Imaginative	●●●●●
Communication	●●●●○
MS. Word	●●●●●
MS. PowerPoint	●●●●○
MS. Excel	●●●●●

LANGUAGES

English	●●●
Urdu	●●●●
Hindi	●●●●

INTERESTS

