

Melinda Mavrogonatou

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Personal statement

International work experience since 1998, awarded as Best Travel Agent in 2000, knowledge in ten languages, trained and educated in crisis management, academic credentials and very high work ethic and driven. I seek a job opportunity within the travel/aviation/PR/media where I may advance in my career and use my many language skills.

Work experience

1998-2001 Travel Agent, Apollo, Stockholm, Sweden (awarded as Best Travel Agent in 2000)

*Booking and selling of hotels, airline tickets and various charter holiday package options.
Cashier responsibilities.*

2001-2006 Service Coordinator, Scandinavian Ground Services, Arlanda Airport, Sweden

*Coordinating customer service and technical aspects prior to international flight take-offs.
Checking in passengers and luggage and managing airline tickets (rebooking, booking etc).
Volunteer member of the Star Alliance Special Assistance Team, on duty during 9/11 and the fatal SAS plane crash in Milan, Italy, 2001.*

2006- Flight Attendant, Sterling Airlines

Safety and passenger service onboard aircrafts.

2007- Flight Attendant, Novair Airlines

Safety and passenger service onboard aircrafts.

2008-2009 Receptionist and Conference Coordinator, Uppsala Music and Conference Hall, Sweden

Preparing and coordinating big and small conferences, booking and selling music concert tickets. Providing visitors/tourists with general information.

2009-2010 Realtor's Assistant, Riksmäklaren, Uppsala, Sweden

Producing marketing brochures, general office work duties, coordinating client and bank meetings, preparing legal documents.

2010-2012 Entrepreneur, Travelmania

Blogging and consulting on topics related to the travel industry.

2012-2013 Rental Sales Agent, AVIS, Arlanda Airport, Sweden

Booking car rentals, handling damage reports, responding to all sorts of customer inquiries, general office work duties.

2013- Self employed (entrepreneur)

Managing a commercial blog on mainly travel and animal welfare related issues. Working extra as a pet groomer.

Language skills

Native: Swedish, Greek, Hungarian

Fluent: English

Very good in German, Norwegian and Danish

Basic knowledge in Italian, Spanish, French

Education

1998 IATA/UFTAA Diploma, Geneva, Switzerland

International Air Transport Association and Universal Federation of Travel Agents Association Diploma. Amadeus booking system.

2003-2006 University Bachelor's Degree in Media-and Communications Sciences, Uppsala University, Sweden

Modules included marketing rhetorics, crisis communication, global media, organizational theories, intercultural communication and media, digital media, culture, politics and technology, communication and social changes.

2006-2008 University Master's Degree in North American Studies, Uppsala University, Sweden

Modules included North American media studies, North American culture and history, North American world politics.

2013 Pet Groomer's Certificate, Dog Planet, Stockholm, Sweden

References are available upon request.