

PERSONAL INFORMATION

Meddeb Syrine

 424 bir ali hlel Street, 5070 Ksar hlel (Tunisia)

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 cmeddeb404@gmail.com

WORK EXPERIENCE

1 Apr 2017–Present

Production and operations department manager in communications

Exa call/ Benim call, Monastir (Tunisia)

Offshore company of telecommunications

EDUCATION AND TRAINING

1 Sep 2013–28 May 2016

Applied license of finance

EQF level 8

Higher institute of management, Sousse (Tunisia)

Licensed by the higher institute of management in finance, specially in financial engineering and markets

1 Aug 2015–30 Aug 2015

Internship

Tunisia and Emirates bank, Monastir (Tunisia)

Student internship for one month

1 Feb 2016–30 Apr 2016

Tunisia and Emirates bank

Monastir (Tunisia)

Internship for end of study project

PERSONAL SKILLS

Mother tongue(s) Arabic

Foreign language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	B1
	IELTS				
French	B2	B2	B2	B2	B2
	DELF				
German	A1	A1	A1	A1	A1
	ÖSD				

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user  
Common European Framework of Reference for Languages

Communication skills Good communication skills gained from my experience in telecommunications

Organisational / managerial skills Good team leading skills gained from my experience as supervisor in call centre

## Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Independent user	Basic user	Independent user	Independent user

Digital skills - Self-assessment grid