



Halima Yesmin Mukta

Residence permit: 760510178 | **Work permit:** Lithuanian | **Date of birth:** 28/02/1996 |

Place of birth: Gopalganj, Bangladesh | **Nationality:** Bangladeshi | **Gender:** Female |

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● ABOUT ME

I am an experienced tourist visa Consultant with a proven track record of success in providing clients with strategic advice and guidance on visa matters. Possessing excellent analytical and problem-solving skills, as well as a strong understanding of immigration regulations.

● WORK EXPERIENCE

SENIOR EXECUTIVE- VACATION – WINGS TRAVELS LIMITED – 07/2025 – 12/2025 – DHAKA, BANGLADESH

- Create and sell holiday packages
- Handle customer inquiries and bookings
- Customize itineraries and quotations
- Coordinate with airlines, hotels, and tour partners
- Ensure smooth travel arrangements and customer satisfaction

ANALYST- VISA – WINGS TRAVELS LIMITED – 02/2023 – 06/2025 – DHAKA, BANGLADESH

- Tourist visa processing
- Record keeping & reporting on time
- Market promotion
- Explore E-Visa Countries and visa processing

VISA CONSULTANT – SHARETRIP – 07/2022 – 01/2023 – DHAKA, BANGLADESH

- To assist in streamlining the relocation process
- 1st world country tourist visa processing
- B2B, B2C client communication

CUSTOMER RELATIONSHIP OFFICER – WORLD FAMOUS TOURS AND TRAVELS – 10/2020 – 06/2022 – DHAKA, BANGLADESH

- Understanding Customer Concerns.
- Communicating within the Company.
- Investigating Problems.
- Training Staff.
- Public Relations.
- Visa processing assist

• Accounts maintain

● EDUCATION AND TRAINING

09/2025 – CURRENT kaunas, Lithuania

MASTER OF BUSINESS ADMINISTRATION Lithuanian Sports University

Website <https://www.lsu.lt/> | **Field of study** Tourism and Sports Management | **Level in EQF** EQF level 7

2021 Dhaka, Bangladesh

BACHELOR OF DEGREE Lalmatia Mohila College

Field of study Accounting | **Final grade** 2.91 Out of 4.00 | **Level in EQF** EQF level 6

2015 Dhaka, Bangladesh

HIGHER SECONDARY CERTIFICATE (HSC) Haji Lalmia City College.

Field of study Business Studies | **Final grade** 4.33 Out of 5.00 | **Level in EQF** EQF level 4

2013 Dhaka, Bangladesh

SECONDARY SCHOOL CERTIFICATE Mohammadpur Preparatory Higher Secondary School

Field of study Business Studies | **Final grade** 5.00 Out of 5.00 | **Level in EQF** EQF level 2

● SKILLS

Microsoft Powerpoint | Microsoft Word | Microsoft Office | Travel planning & itinerary design | Problem-solving skills | Communication & teamwork | Time management & multitasking | Customer service & client handling

● REFERENCES

Solaiman Hossain Shawon

Staff Correspondent

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