

# **Hagar Taymour**

*Faculty of Arts department of documents, Libraries and information technology*



**Mobile: 01001592165**

**Email: [Hagar.taymour@yahoo.com](mailto:Hagar.taymour@yahoo.com)**

**Address: Giza**

Graduated from Faculty of Arts department of documents, Libraries and information technology, Cairo University 2013.

## **Skills & competencies:**

- Good Knowledge of Microsoft applications Excel & word.
- Ability to acquire & apply new skills.
- Flexible & able to work under pressure.
- Good command of written & spoken English & Arabic as well.

## **Work experience:**

### **❖ Al Fareed Travel Company:**

- Job title: Customer service.  
Duration: 2016-2017.

### **❖ Dar For Construction and Engineering Company:**

- Job title: Sales.

Duration: 2015-2016

❖ **Shadow For Chemicals and Pharmaceuticals Company:**

- Job title: Assistant Manager.
- Duration: 2015

**Professional Trainings:**

- |                   |          |
|-------------------|----------|
| ✓ ICDL Training   | 2013     |
| ✓ English Course. | Ongoing. |

**Education:**

Graduated from Faculty of Arts department of documents, Libraries and information technology, Cairo University, Egypt.

**Personal Data:**

Nationality: Egyptian.

Marital Status: Single

Date of Birth: 02 July 1992

Language: Arabic, English

Mobile Number: 01001592165

Hobby: Music & Drawing.