



Mohamed Abd-el-Rahman Aamer Mohamed

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Mobile: (010-00193298)

Date & Place of Birth: April 11, 1989, Egypt

Marital Status: Single

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Career Objective:

Seeking to develop my career and improve my personal prospects in a challenging position where my “practical and interpersonal skills” and experience can be effectively utilized.

Education:

- **Bachelors of commerce (Business Administration):**
 - Cooperation Institute, Ain shams university
 - Graduation Year: 2010
 - Major: Business Administration
 - Minor: Account

Previous experiences:

- **Project Manger at “ Egyptian Gulf Automobile” March 2016 till present**
 - Responsibilities:
 - Communicating with the Egyptian Customs Authority and its ports to facilitate customs release of imported cars.
 - Communicate with VIP clients in facilitating customs release of their messages.
- **Marketing Manager at “ Egyptian Gulf Automobile” March 2015 to Feb 2016**
 - Responsibilities:
 - Marketing the company offers towards clearing all customs procedures for messages received from abroad from cars.
 - Assigning tasks to my work team.
- **Marketing Manager at “Egyptian Danish for Equipment Manufacturing Company -EDEM” April 2013 to march 2015**
 - Responsibilities:
 - Reaching contracts of agreement between the company and customers.
 - Assigning tasks to my work team.

- **Researcher at Information and Decision Support Center – IDSC** Dec 2010 to Oct 2012
 - Responsibilities:
 - Researcher in opinion polls in the Council of Ministers.
 - Supervisor of Quality Control.

- **Representative of the secretariat of the organization of the National Democratic Party.** 2007 till Jan 2011
 - Responsibilities:
 - Organizing meetings of the President of the Republic.
 - Organizing meetings of the secretariat of the organization.
 - Supervisor in the party's operations room.
 - Researcher in the party's operations room of the Secretariat.
 - Political official of the Secretariat of the Party.
 - Delegate to the Secretary of the organization.

Courses and trainings:

- 1st Sep 2011
" Business Compaq for accounting " certify that I had successfully Completed training in (All of accounting and auditing from daily restrictions and registration in the U.S. daily, and financial analysis)
- 15th Mar 2012
"The Ministry of Communications and Information Technology - Egypt" certify that I had successfully passed modules required for the granting of the **"International Computer Driving Licence - ICDL"**
- Apr 2012 till present
"Berlitz Center" certify that I had successfully attended a language course in English

ACTIVITIES:

- **Leadership Role:**
 - Financial Manager
 - Supervisor of the 1st annual in the operating room of the National Democratic Party

- **Activity' s trips:**
 Participated in the “ Political action” program in which I visited:
 - **Abroad:** Sudan : 17th November 2009
 - **Inland:** Province (El dakahlya – Matruh – El Behera – North Sinai).Responsibilities:
 - Knowledge of the most important problems of the citizens.
 - Supervising the internal elections of the National Democratic Party.
 - Assessing the work of party members within each province.

Skills:

- **Computer skills:**
 - Excellent knowledge of MS Word

- Excellent in accessing and navigating the internet
- Good knowledge of excel and power point

- **Language skills:**

- Arabic: is the mother tongue
- English: Good

- **Soft skills:**

- Leadership
- Negotiation skills
- Project management
- Problem solving
- Interviewing skills

I work under pressure, and as part of any team recognize priorities when required to meet deadlines.
I perform well and can execute the responsibilities of my job both with minimal supervision as well as in close coordination with others in a team-oriented environment

REFERENCES AVAILABLE UPON REQUEST