

# Curriculum vitae

## Personal information:

**Name:** Wagdy Mustafa kotb El Miligy

**Date of Birth:** 18/4/1983

**Marital Status:** Married

**Military Status:** Done

**Address:** Manshiyet Soliman - Kafr El Zayat - Gharbia - Egypt

**Mobile:** 01090648211

**E-mail:** wagdymoustafa188@gmail.com



## Academic Qualifications:

- Diploma of Commercial Management and Services.
- Diploma in Computer and Information Systems .

## Previous Experience:

- Housman - at Gardenia Resort - from 27/1/2006 to 28/4/2007.
- Housman - Marriott Sharm El Sheikh Resort - From 1/10/2007 to 9/8/2010
- Housman - Hilton Sharks Bay Resort - from 15/8/2010 to 14/11/2016
- supervisor -Hilton Sharks Bay Resort - from 15/11/2016 to 20/9/2018
- Senior supervisor -Hilton Sharks Bay Resort - from 21/9/2018 to until now

## Languages:

Arabic: Mother Tongue

English: Good

## Computer Skills:

- Operating systems (Windows).
- ICDL
- Microsoft Office (2003, 2007, 2010)

## Personal Skills:

- Excellent communication skills.
- Handle work under pressure.
- Work on a team.
- Ability to learn quickly and apply what learn effectively.

## Certificates :

|  |   |  |
|--|---|--|
| <br>DOMINA GARDENIA PLAZA                   | <b>GARDENIA RESORT</b><br>Shark Bay - Sharm El Sheikh | <b>شقة اماراة</b><br>تشهد اماراة / جاردنيا ريزورت شرم الشيخ  |
| <b>Certificate</b><br><i>We the mangnmt of Gardenia Resort</i>   | <b>Wagdy Mostafa Kotb</b>                             | <b>السيد / وجدى مصطفى قطب المليجى</b><br>بان   |
| Certify that Mr.   | <b>Housman</b>  | كان يعمل بوظيفة / كانت تعمل بوظيفة   |
| Was Employed As  | <b>Rooms</b>  | مشرف غرف   |
| In The   | <b>Department</b>                                     | عن المدة مة 27/ 1/ 2006 الى 2007/ 4 /27  |
| As Of 27/ 1 / 2006   | To 27/ 4 / 2007                                       | وتقد اخلى طرفها من التعققات بالفتلق<br>وتعورت هذه الشهادة بناء على طلبه/ طلبها لتتقديمها لى يهمة الامر<br>دون ادنى مسؤلية على الفتلق |
| And That He/She Is In No Way Liable To Hotel<br>This Certificate Was Issued As Per Employess<br>Request To Whom It May Concern |   | شرم الشيخ / /  |
| Human Resource Manager   |   | Sharm El Sheikh / 1 / 2007 7   |



شهادة خدمة

CERTIFICATE OF SERVICE

This is to certify that ..... Wagdy Mustafa Kotb EL Meligi ..... تشهد بان

Has been employed by the Sharm El Sheikh Marriott Beach Resort

كان / كانت في خدمة فندق مارriott شرم الشيخ

From..... 01/10/2007 ..... من

To..... 09/08/2010 ..... إلى

His last position was..... House Man

وكانت آخر وظيفة يشغلها / تشغلها

In..... Housekeeping ..... Department.....

في قسم

إدارة الموارد البشرية  
Human Resources Department



Naama Bay - Sharm El Sheikh - South Sinai - Egypt  
Tel.: 20 (69) 3600 190 - Fax : 20 (69) 3600 188



# Hilton

شهادة خبرة

## EXPERIENCE CERTIFICATE

This is to certify that

Wagdy Moustafa Kotb Elmiligy

Has been employed by Hilton Sharks Bay

From : 2010/08/15

To : 2016/11/14

His Last position was

Houseman

In Housekeeping Department

نشهد بأن السيد

وجدى مصطفى قطب المليجى

كان فى خدمة فندق هيلتون شاركس باى

من : 2010/08/15

إلى : 2016/11/14

وكانت آخر وظيفة يشغلها هى

مشرف غرف

فى إدارة الأشراف الداخلي

Mohamed Abdel Latif  
Human Resources Manager





# Hilton

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إلى : 2016/11/14

وكانت آخر وظيفة يشغلها هى

مشرف غرف

فى إدارة الأشراف الداخلى

Mohamed Abdel Latif  
Human Resources Manager

**Marriott. International Training & Development**

takes great pleasure in awarding this

# *Certificate of Completion*

to

*Wagdy Moustafa*

in recognition of successful completion of

*In the.  
Beginning*

Orientation • Chapter 2 • The Plot Thickens

*Loat Haneen*

**December 2007**

Date



Name: Wagdy Mustafa  
Clock No.: 1917  
Position: House man

October, 2008

Dear Wagdy,

On behalf of Sharm El Sheikh Marriott Resort Management team I would like to congratulate you for the triumphant Annual Hotel's Party held on the 17<sup>th</sup> of October 2008.

Without your support and devotion, we would never be able to thrive they way we did.

The time and effort dedicated in this event was an evidence of our teamwork spirit.

Your contribution and enthusiasm were most helpful and provided a valuable asset to this party.

I would like to extend my sincere appreciation for your meaningful input that makes us more than proud to have you as an associate of Sharm El Sheikh Marriott Red Sea Resort.

Thank you again for your efficiency and commitment to provide our guests the best service and I am looking forward to your continuing support and perseverance to quality.

Best regards,

  
Nagy Arafat  
General Manager

cc: Personal File





# SPIRIT TO SERVE

OUR COMMUNITIES

## SHARM EL SHEIKH MARRIOTT BLOOD DONATION CAMPAIGN

This Certificate is presented to

*Wagdy El Melegy*

In Recognition of Outstanding Community Service  
February 2009

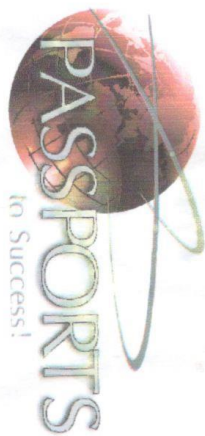
A stylized red ink signature, likely belonging to the General Manager, written over a horizontal line.

General Manager

A stylized blue ink signature, likely belonging to the Director of HR, written over a horizontal line.

Director of HR





*Certificate of Accomplishment*

*Awarded to*

**Wagdy Moustafa Koutb**

*For successfully completing  
Level III*

*of the*

*Rooms Operations Training Program*

*[01/12/2007]*

*Department Manager*

*General Manager*

٢٠٦٥٠  
**IBI.com**

الاساسيات كمبيوتر للغات والكمبيوتر

**IBI.com**

الكاكن اول ش الثانوية من ش البحر

ترخيص وزارة التربية والتعليم بالقرار رقم ٢ لسنة ٩٥-١ لسنة ٢٠٠٢

وزارة التعليم



مديرية التربية والتعليم

التحق الدارس : **مصدق**  
**وجدى مصطفى قطب**  
فى الفترة من ١٧ / ١٠ / ٢٠١٠ إلى ٢٠ / ٥ / ٢٠١٢

فى برامج 1-Microsoft Office ومحتوياته التالية:

A- Word

B- Excel

C- Access

D- Power point

E- Outlook

F- publisher

G- Front page

H- Internet

والمواد التالية :

2- Windows

3- English

4- V. Basic

وكانت جملة عدد ساعات الدراسة ٢٢٢ ساعة وقد اجتاز الدارس المذكور الإختبارات التى عقدت بمقر المركز

وحصل على ٥٧٥ درجة من النهاية العظمى لدرجات الإختبار النهائى ومقدارها ٧٠٠ درجة

الختم المعتمد

الممثل القانونى

وزارة التربية والتعليم  
مديرية التربية والتعليم  
إدارة غرب التعليمية  
إدارة شئون الطلبة والامتحانات

هذه المصدقة تم تحريرها تحت مسئولية المركز فيما يتعلق بما ورد فيها وسددت الرسوم  
بالحوالة رقم بتاريخ ٢٠١٢ / ١٠ / ٢٠



مدير التعليم الخاص

مدير شئون الطلبة والامتحانات

المختص (ش.ط)

إدارة غرب التعليمية  
التعليم الخاص

مديرية التربية والتعليم  
إدارة التعليم الخاص

تعتمد البيانات على مسئولية المركز

مدير المرحلة

الموجه المالى والإدارى

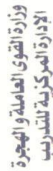
المختص



مدير الإدارة





**IBI.com**

ॐ नमो भगवते वासुदेवाय

2. 8.

و تنمية السياحة و الفنادق و نظم المعلومات

نشہ بان / وسیمہ صیغی و حبیب

عام ..... والمونوفی

قد أتم الدراسة النظرية و العملية و التدريب فى شعبة الحاسب الآلى و نظير لمعلمين

في المواد التالية

١ - office xp

٢ - shop xp

٣ - photo xp

٤ - xp

-3-

(1)  $\text{H}_2\text{O} \rightarrow \text{H}^+ + \text{OH}^-$

في الفترة من ١٠/٧/٢٠٢٠

۲۰۴۰/۵/۲۰

وقد اجتاز الإختبارات بنجاح وبتقدير عام جيد جداً

مشرف الامتحانات

رئيس لجنة النظام والمراقبة

اعتقد

رئيس مجلس الادارة

٦ / محمد عبد الجليل سليمان شلبي

بروتوكول تعاون فنى السيد الوزير بتاريخ ١١ / ٣٠ / ١٩٩٩



December 2008

Wagdy Mosatafa 1917  
Housekeeping

Dear Wagdy,

It was brought to my attention the excellent service and work you are providing to our guests. This was mentioned by Ms. Rola Esposito during her stay with us.

Thank you for your efforts, assisting, smiling and dedication.

I am proud to have you **Wagdy** as an associate of Sharm El Sheikh Marriott Red Sea Resort.

Wish you all the best in the future

Sincerely,

  
Nagy Arafat  
General Manager

CC: Dir. Of Services  
Personal File





Name: Wagdy Mostafa Kotb El Melegy  
Position: Housekeeping Room Attendant

October, 2008

Dear Wagdy,

Congratulations for the amazing score of 92% in the brand standards audit this year of 2008.

You have been working so hard and waiting so long for that day to celebrate.

The brand standard audit is an annual on-site inspection conducted in each hotel in the Marriott system to enhance the service of the individual, the integrity of the Marriott system as a whole and its financial success. Therefore, the property had to have a passing score of 75% or better.

For the last three years and half this hotel has failed four times consecutively. On September 26, 2005 we scored 68%, further on April 10, 2006 we scored 71%. In December 2006 we scored 72% and most recently the follow up inspection conducted in November 2007 yielded a score of 73%. However, with your support and endless efforts in every single task you did, we reached the impossible and got the remarkable score of **92%**.

Your devotion and dedication contributed greatly in our success therefore you deserve to be distinguished and really appreciated. I am so glad to be a part of this team and looking forward for more successes in the future.

Thank you again for being a part of our victory!

Best regards,

  
Nagy Arafat  
General Manager

cc: Personal File