



RESUME & PROFILE

# MOHAMED MAGED

DATA ENTRY

## WORK EXPERIENCE

STOP NET LIBRARY  
FROM 2019 TO 2021

DATA ENTRY AND  
ELECTRONIC WRITER AND  
USING WORD AND EXCEL IN  
DAILY TASKS. CREATING CVS  
FOR CLIENTS

MCDONALD'S EGYPT MANSOURA  
FROM 2021 TO 2023

ACCOUNTING FOR THE  
CASHIER, TRAINING AND  
GUIDING NEW EMPLOYEES,  
AND WRITING DAILY  
ENTRIES



TECHNOLOGY DIPLOMA

HASSAN TAHA INDUSTRIAL  
SECONDARY SCHOOL

(2020-2021)

## EDUCATION

## skills

PRINT DAILY REPORTS CONTINUOUSLY. MASTER WRITING SKILL. ORGANIZING AND PREPARING DATA. PROFICIENT IN VARIOUS COMPUTER SKILLS.





# TO THE CV READER

## TALK ABOUT YOUR SKILLS

MASTER WRITING SKILL.  
PROFICIENT IN VARIOUS COMPUTER SKILLS.  
POSSESSES THE ABILITY TO MAINTAIN  
CONFIDENTIALITY OF DATA.  
HE HOLDS A DIPLOMA IN COMPUTER.  
PROPER MEDICAL EXAMINATION.  
HAS EXPERIENCE OF NOT LESS THAN THREE  
YEARS.  
HE IS LESS THAN 30 YEARS OLD.  
HE IS CHARACTERIZED BY GENERAL INTELLIGENCE,  
AND HAS THE ABILITY TO LEARN EVERYTHING  
NEW.  
POSSESSES SPECIAL ABILITIES SUCH AS INTEREST  
IN CHARACTER AND TENDENCIES.  
FLUENT IN ENGLISH LANGUAGE SKILL.  
HE HAS SOCIAL SKILLS.  
GOOD LOOKS AND PRESENT WIT.

cover letter

## MOHAMEDMAGED

SIGNATURE



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