

ABDALLA  
AHMED SABRA

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7 Port Said Abu Qir Street, Alexandria



## PERSONAL DETAILS

Date of Birth : 18/2/1992  
Marital Status : Married  
Nationality : Egyptian  
Religion : Muslim  
Gender : Male  
Military service : Final dismissal



## SKILLS

Rapid learning to operate  
Work with a team or individually  
Proficiency in using computers and various operating systems and computer programs  
Proficiency in using the Internet and regular and interactive web applications.  
Organizing and planning  
scheduling. Writing emails File management and so on.  
Love of learning and always wanting to acquire new skills.  
The ability to conduct an integrated electronic search to access data and information within the framework of work.  
Proficiency in the use of various social networking sites and instant messaging programs



## LANGUAGES

Read ,write and listen \_ English



## EXPERIENCE

2016 - 2018  
**Al Radwa Trading**  
Billing accountant / sales

2018 - 2019  
**Bim Store**  
Branch employee  
Monitoring the process of displaying and coordinating products and meeting customer needs And display the products to him and then hold him accountable

2019 - 2019  
**Al Majed Center for Governmental Services**  
Data entry  
Recording customer data and extracting government papers and submitting them to them

2020 - 2021  
**Standard service**  
Purchasing and Responsible  
Responsible for pricing products from the market and companies, and then making a price offer for the companies' requirements and implementing them

1/2023 - as yet  
**El Sewedy Ready Mix**  
Storekeeper  
Responsible for exchange movement, adding products and oils to warehouses, and responsible for supplies (receiving and storing) Work on Office programs and Oracle program



## EDUCATION

2015  
**Alexandria university**  
Faculty of Arts, Department of Arabic Language acceptable

2017  
**Alexandria university**  
ICDL

2019  
**Real Soft House**  
English course