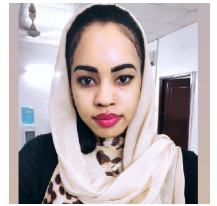


Ethar Yasir Alsyed Madni

Cairo

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in <https://www.linkedin.com/in/ethar-yasir-8b356820a>



OBJECTIVE

Seeking a job opportunity in company an active learning environment that utilizes professional skills. I strive to be my next step is to work in a prestigious institution That I can benefit from with the experiences and capabilities I gained, and through it develop my skills in order to achieve more successes.

EXPERIENCE

Infinity Care Company

14/2/2022 -

1/5/2023

assistance in Issuance Department

Issuing medical insurance documents

Entering insurance documents into the system and linking them with insurance companies

Adding and removing clients in documents

Follow up on companies' and customers' consumptions

Replacement of lost cards

Arranging and organizing the data of companies and their clients.

Renewal of medical insurance documents .

EDUCATION

The national ribat University

2015_2019

Bachelor's in French language College of languages and translation.

SKILLS

Computer proficiency

Communication skills

Time management skills

Quick learning

Creativity and Flexibility

Customer service

Problem solving

The ability to team work and cooperation

LANGUAGE

Arabic

English

French

ACTIVITIES

Activist in the field of Volunteer work

activist in the field of events mangemeant

REFERENCE

Merghani Awad Merghani Younis - "Infinity Care Company"

head of claims department and Issuance Departme

morghanaawad@gmail.com

+249911222460

IT KNOWLEDGE

Operating Systems working.
MS Office (Word, Excel. Access)

CERTIFICATES

French language diploma.
First aid course.
Personal strategic planning.
Volunteer making course(Vmc).
Icdl certificate
Training of trainers
Neuro linguistic programming
General translation
Events mangemeant
Diction and sound skills