

ARWA ZAKARIA

Mobile: 0102 470 8303
arwaalhaj774@gmail.com
Giza, Egypt

EXECUTIVE SUMMARY

*Structured Business Administrator skilled in assessing team efficiency and performance.
Successful, achievement-oriented intern with highly developed interpersonal skills and proven performance in team-based environments.
Excellent knowledge of financial analysis and general accounting practices.
Eager to contribute to team success through hard work, attention to detail and excellent organizational skills

COMMUNITY INVOLVMENT

Mobile application
Participant at MSP
11/2019 - 10/2020

Graphic Design Member at
TREE
10/2020 - 8/2021

Social Media Marketing
Member at SCCI
10/2021 - 7/2022

TRAININGS

Trainee
Bank Misr | 8/2020 - 9/2020

Trainee
CIB | 7/2021 - 8/2021

EDUCATION HIGHLIGHTS

Business Information system (BIS)
Helwan University
Graduated

Tharwat Okasha Language School

SKILLS

- Analytical skills
- Good at MS office
- Good at Adobe photoshop
- Good At Adobe illustrator

LANGUAGES SPOKEN

English: Very Good

Arabic: Mother Tongue