

# **Lobna Akram Abdelghfar Kelany**

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Date of Birth: 01<sup>st</sup> January 1992  
Nationality: Egyptian  
Marital status: Single

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## **Objective**

- I'm interested in obtaining a development position, in a challenging environment that focuses on the applications of technology to enterprise knowledge management, distributed computing, e-Business, and system engineering and design.
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## **EDUCATION & QUALIFICATIONS**

- **Graduated** from Cairo Academy  
**Graduation year:** 2013  
**Grade:** good
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## **CAREER SUMMARY**

### **Quality Assurance**

- **Kahira Pharm.& CHIM. IND (company)**  
**From 2011**

### **Responsibilities**

- **Responsible for maintaining the Quality Management System.**
  - **Coordinate between different departments in all Quality related issues.**
  - **Collect data from different departments and prepare daily, weekly, monthly.**
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## **Courses**

- English Course (central of languages and translation) Cairo university
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## **SKILLS**

### **Personal Skills**

- Ability to work under pressure in an ever-changing environment
- Patient and Flexible
- Effective communication
- Ability to work independently /in team

### **Technical Skills**

- Proficient in **Internet** searching and emailing.
- Proficient in **MS Office** - Excel, Word and Power Point.

### **Languages Skills**

- Arabic: Native Language.
- English: Fluent written and spoken.