**Curriculum Vita**

Name Nashwa Mostafa Abdullatif Alqadi.

Date of birth 13th December 1981.

Religion Muslim

Marital status Single

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# Objective

Seeking a challenging position in a company where my academic qualifications, experiences and interpersonal skills are nourished, utilized and developed further.

# Education

* IT diploma, Faculty of Education, Alexandria University, Damanhour branch, 2003
* BA in Education, English section, Faculty of Education, Alexandria University, Damanhour branch, 2002
* English course. Sadat Academy, Nov 2000

# Training

* ART THERAPY course Ain Shams university.
* 'Social challenge' program AVON & Entreprenelle January 2022

# digital marketing master class Lord MacLeod Foundation 2021

# The basis of human development (ZAC company in Cairo)

# Cambridge University Press workshops in RIS school

# Protect Ed workshop in RIS school

# Microsoft Suite, Computer English, Internet, IT and Typing. 360 hours of training at the Arab Academy for Science and Technology and Maritime Transport, Jan-Apr 2004.

# Planning, Time management, Communication Skills, and Leadership. Association of Janat Elferdaws, July 2007.

# Modern English Teaching Methods, Oxford University Press, Beheira centre, July 2007.

# New Age Preachers, Islamic Culture Centre of Al-Awqaf Ministry, Sep 2008 - Oct 2010.

# The Secrets of Successful Personality. Canadian Training Centre of Human Development, Dec 2011

# Skills

Arabic, mother tongue

* English, excellent command of both written and spoken.
* Excellent skills and experience of MS office and internet browsing and researching tools.
* Ability to work under pressure.
* High aptitude to learn.
* Dealing with enquiries on social media, phone, WhatsApp and emails. Student Enrolment, research, data entry, scheduling social media posts.
* Reciting Quran with tajweed (graduated at the Islamic cultural Centre). I am in Art, drawing, coloring, face painting, singing, parties’ trainer, Art therapist. And I am in doing sports too kickboxing, Equestrianism, and riding scooter.

# Employment

# English Teacher at Safwa Private Language School, Sep 2005 – Aug 2011

# Home room teacher in FS1 in for two years. 2005/2007

# Home room teacher in FS2 for three years.2007/2010

# Main English teacher in grade one primary for one year. 2010/2011

# Private English Teacher and Principal Teacher Main Assistant, Jul 2015 - Jan 2018 Jeddah of Saudi Arabia for the grandson and granddaughters of King Abdullah Ben Abdelaziz Al Saud

# Home Room Teacher in FS2& play school, Sanabel Roshdy International School (IGSC) June 2018, till Oct 2019

# Former teacher year two & three in Harvest international schools’ national division till October 2021

# Social media manager at Lord MacLeod companies October 2021

# Project Coordinator in AEI company August 2023

# References

All references and certificates are available on demand.