

# Hisham Mohamed Abdel Moneim Ahmed

## Human Resources Specialist

(Human Resources Specialist) with (9 years) experience in the field of work Human Resources I have the ability to work quickly and with precision in the work I have in (solving employee problems) (and carrying out all office work accurately) (And experience in all human resources work) You will have a permanent opportunity to employ my skills and experience to contribute to achieving the company's goals.

## Practical experiences

Job title / Customer Service Officer at (Vodafone from 2009 to 2011)

Job title / Customer Service Officer at (Etisalat Company from 2011 to 2012)

Job title/ Human Resources Officer At Etisalat Misr Company from 2012 to 2015

Job title: Human Resources Specialist, Arab Contractors Company

(Othman Ahmed Othman and Partners) from 2015 – until now.

- Constant participation in solving any problem related to work tasks
- Accuracy and dedication to work under any pressure.
- Work to improve and facilitate any requirements for employees and achieve their goals.
- Using Microsoft Office (Word - Excel) to complete work tasks.

## Education

Bachelor's degree in Management Information and Systems

(Cairo Higher Institutes) 2008/2012

Appreciated / Acceptable.



## Contact information

hesham01005@gmail.com  
01005355124

Arab Republic of Egypt  
EGYPT - CAIRO

## SKILLS

- \* Ability to work accurately easily organized and under any circumstances.
- \* Dealing with programs Microsoft Office
- \* Good knowledge of human resources specializations in all fields.
- \* Effective negotiation And communication skills employees and superiors .
- \* Working to achieve employees goals and listening well for their problems and solve them first .
- \* The ability to communicate solutions to all problems and work to solve them accurately and calmly .

## Languages

- \* Arabic
- \* English language ( B2 level )

## HOBBIES

- \* Reading
- \* Soccer
- \* Horseback riding
- \* Swimming
- \* Archery