



Mohamed Aboud

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Beni Swef, Egypt

Objective

- Seeking for challenge career opportunity at a progressive company that provides an opportunity to capitalize my skills and abilities, i'm looking forward to roles that will help me to realize my potential.

Experience

- **Human Resources in (Master Egypt) security company.** (from January 2022 until now)
- Receptionist in company of e-finance Investment Group. (from Nov 2020 to Nov 2021)
- HR Recruiter in factory of Gypsum Misr Sinai. (from Feb to Oct 2020)

Summer training

- Admin Specialist in SIAC company for Industrial Construction and Engineering. (from June to Nov 2017)

Education

- Graduated from faculty of commerce Beni Suef university. (2018)
- Graduated from Commercial Technical institute Grade: Excellent. (2013)

Certificates and trainings

- ◆ Human Resources Management (September 2021)
- ◆ Trade Union Card (November 2020)
- ◆ Education for employment EFE (Nov - Dec 2019)
 - Communication skills
 - Business skills
 - C V writer
 - Business Skills
 - General English
 - Micro soft office
- ◆ Professional financial accountant (PFA) (June - OCT 2018)
 - Quick books - SMACC - Al Amin
 - Crystal Enterprise - Peachtree - Tally
- ◆ Oracle financials general ledger essentials (June - OCT 2018)
- ◆ E-accounting (June - OCT 2018)
- ◆ Excel accounting (June - OCT 2018)
- ◆ Bookkeeping (June - OCT 2018)
- ◆ Human development and awareness course (March 2015)
- ◆ ICDL course (Feb - July 2014)
- ◆ English course (Feb - Mar 2014)

Languages

- ◆ Arabic : Fluent.
- ◆ English : very good
- ◆ Spanish, Francaise : Learn

Personal data

- Birthday: 18/9/1993
- Military situation: Exemption
- Marital status: Single