

Waseem Mahmoud Mostafa

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objective:

- Contracts and collections
- Customer Servies
- Sales

Education

- Bachelor of Business Administration - 2010
- Higher Institute of Computer and Management System
- Good

Courses:

- **2010** International Computer Driving License (ICDL)
“Arab Academy for Science, Technology and Maritime Transport”
- **2012** Microsoft Office Specialist (MOS)
“Arab Academy for Science, Technology and Maritime Transport”
 1. Word
 2. Excel

3. Power Point
 4. Access
 5. Outlook
- **2013**
“EAAC training experts in the middle east”
 1. Accounting and accounting systems
 2. Accounting Principles
 3. The budget equation and the accounting cycle
 4. Accounting business
 5. Accounting treatment of different kinds of commercial paper
 - **2016**
Digital Marketing Arab Academy for science technology

Work experience:

- March 2010: “Accounting in marina downtown real estate investment”
- Febr 2012 : Customer Services In Marseilia Real estate
- June 2014 : “Contracts and collections in the Marseilia real estate investment”
- Feb 2019 Febr 2012 : CRM In Marseilia Real estate investment”

Skills:

Computer skills

- Professional in program {RS eaiser_customers}
- Very good user of computer
- Professional in {word _ excel _ PowerPoint}

Languages Skills

English Very Good in speaking, listening and writing

Other Skills :

- Communications skills and leadership
- Ability to work under pressure
- Fast learning insit on learning
- General background about many fields

Hobbies:

- Surf the internet
- Swimming

Personal data :

- Date of birth: Feb, 15, 1988
- Marital status: Engaged
- Military service: perform military service

References will be furnished upon request