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**Hagar Tarek Hassan Shaban**

**Date of birth :** 21June 1993

**Address:**Eltaawen St, Asafra, Alexandria Egypt

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**Objective:**

Seeking to work in multinational companies , where my skills and qualifications can be enhanced.

**Personal Data:**

**•Nationality:** Egyptian.

**•Gender:** Female .

**•Marital status:** Single.

**•Religion:** Muslim.

•**Country of Residence**: Alexandria.

**Education & Qualification:**

**•Faculty name**: Faculty of commerce '' Alexandria University '' department of accounting

•**Degree**: Bachelor .

**•Graduation year:** 2015

**•Overall grade:**very good.

**Courses & Skills:**

1. Pass most of the stages in the ICDL.(Windows, Word, PowerPoint, Excel, Outlook, Access & Internet)
2. Human Resources.
3. Marketing & Sales.
4. Accounting practice Level (1) '' Financial statements & the accounting cycle ''
5. Accounting practice level (2) ''accounting information system-merchandising business cycle ''

**Language:**

 **Arabic : fluent (writing , spoken )**

 **English : Good (writing , spoken )**

**Employment History:**

 Mobile shop : from 2016 to 2019

 Job title : Sales.

 **Samsung brand shop: 2019 till now**

**Job title : Sales.**

**Position : Asst.S. Manager**

**Skills and personal qualifications:**

* Excellent interpersonal skills with the ability to successfully manage relations with external and internal clients.
* Excellent communication skills with a high customer service orientation.
* High perseverance.
* Good presentation skills and high self-confidence.
* Good logical thinking and problem solving skills.
* Good planning and follow up abilities.
* Good time management skills.
* Strong leadership skills with high ability to mobilize teams.
* Good negotiation skills.
* Keep on learning and self-development.
* Creative and highly self-motivated with an ability to handle work pressure and to meet tight deadlines.
* Presentable.