

AYA Shawky

Alexandria, Egypt

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Education

Sep 2016 - Sep 2021

- **Faculty of law**
Al-Azhar Al-Shareef, Alexandria

Jan 2024 - Jul 2024

- **Postgraduate Diploma**
Tanta university, Tanta

Sep 2023 - Jan 2024

- **Postgraduate Diploma**
Alexandria University, Alexandria

Professional experience

Sep 2020 - Jul 2022

- **Real estate seller**
Nevada Real Estate Development, Alexandria, Egypt
 - Explaining the real estate project to the client.
 - Display units for sale.
 - Mention the features of the property.
 - Mention the features and executive plan of the project.

Nov 2022 - Jan 2024

- **Direct sale**
Fatthalla sentence market, Alexandria, Egypt
 - Convince customers to buy and achieve the largest amount of sales.
 - Participate in ordering goods according to the needs of the market and customers.
 - Selling food products.
 - Preparing and arranging a refrigerator displaying imported cheeses.

Volunteer work

Feb 2019 - Apr 2019

- **Volunteer at the Ministry of Health**
Volunteering for the national campaign against polio

Training periods

Jul 2021 - Mar 2022

- **Trainee**
Law Office, Alexandria, Egypt
 - Practical and actual training at the law firm .
 - Writing lawsuit notes and defense notes .
 - Depositing judicial files with the court and attending judicial, public prosecution and administrative sessions.

Additional academic activities

Feb 2018 - Apr 2018

- **trainee**
Al Azhar university, Alexandria, Egypt
Practical training in law

Training courses

Feb 2022

- **Human resources course**
Managing the human resource in terms of organizing vacations, solving employee problems, coordinating work among them, and deducting dues from salaries.

Jan 2021

- **Diploma in Administrative Affairs**
How the facility operates, organizes work, and scheduled dates.

May 2021

- **Negotiating to obtain humanitarian aid**
Working to negotiate access to humanitarian aid in remote areas.

Feb 2021

- **contract drafting**
Professionalism in drafting any contract, whether buying, selling or renting, regardless of the type of commodity and trading, without leaving any gaps that make.

Skills



Languages



Hobbies

