



PERSONAL INFORMATION

Name

Mina Therwat Gerges

Birthdate

3/7/1990.

Military status

performed.

Residence

Cairo.

Nationality

Egyptian.

Marital Status

Single.

CONTACT

🏠 Cairo, Shubra.

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📌 Mina Yosaf

SKILLS

- Excellent knowledge of Microsoft Office Programs..
- Train workers for new techniques and the update in filed.
- Ability to Work under pressure.
- Ability to Learn new skills in short time.

EXPERIENCE

- **2020 - Till Now** **Iubco Group of Companies for Contracting and Tourism**
New Cairo
Accountant in the general accounts department of the company
- **Sep 2017 - 2019** **Ministries Council Building (OCI)**
New Administrative Capital
HR Time Keeper
- **2016 - Aug 2017** **Massa Hotel Building (OCI)**
New Administrative Capital
HR Time Keeper
- **2013 - 2015** **Bogus for alcoholic drinks**
Jordan
Waiter
- **2003 - 2010** **Clothing Shop**
Fayoum
Sales Manager

EDUCATION

- 2004 - 2007** **Industrial Diploma**
Fayoum
Technical High School 3 Years

COURSE

- Mar 2020** **ICDL**
Ava Rewase Computer Center, Cairo

LANGUAGE SKILLS

- **Arabic** : mother tongue.
- **English** : Good.

Great honor to be a member in your teamwork .