

# **AHMED SAMY ABDELGHANY**

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## **OBJECTIVE:**

Result-oriented professional with commerce degree; aiming to secure a challenging job where to utilize my academic knowledge in business and finance related industry, towards contributing effectively to influence organization operations, performance and profitability.

## **EDUCATION:**

**Bachelor of Commerce - English section - Helwan University.**

Major: Business administration.

Graduation Year: 2020.

General Grade: Good.

## **Work Experience:**

- **December 2017 – till present.**

English teacher at “**IBN SINAI Educational center**” and a **private English instructor.**

English teacher at “ **Qurtuba private school for a year**”.

## **Job Description:-**

- Planning, preparing and delivering lessons to a range of classes and age groups.
- Identifying, adapting and designing different instructional resources and methods to meet students' varying needs and learning styles.
- Monitoring the progress of students.
- Providing periodical, informative feedback.
- Keeping accurate and complete records of students' progress.
- Responding to students inquiries in a professional manner.
- Maintaining an attitude of enthusiasm and willingness to cooperate.
- Performing any further duties as assigned.
- Organizing and delivering classroom lectures to students.
- Evaluating students' classwork and assignments.

- Preparing classroom and coursework materials, homework assignments, handouts

**Key courses:**

**English course.**

August 2022 at The American university of professional studies – AUPS.

**English course.**

December 2020 at Star for training and consulting -SCC.

**European computer driving license – ICDL.**

August 2019 at Star for training and consulting - SCC.

**Personal skills:**

Effective communication skills (Verbal & Written).

Superior negotiation skills

High analytical skills.

Financial analysis.

Time management.

Adaptability.

Teamwork.

Problem solving.

**Computer skills:**

Excellent in using Microsoft office (word – excel – power point).

**Language skills:**

**Arabic:** Mother tongue.

**English:** Very good in writing and speaking.

**Personal information:**

**Marital status:** Single.

**Military service:** Exempted.

**DOB:** 13 / 6/ 1997.