

# Curriculum Vitae

*Its an honor for me to introduce this C.V. with my personal information to apply to work in your group as an employee contributing in the development of this corporation.*

## Personal Information

Name	: Mohamed Gamal El Sayed Abdel-Dayem
Nationality	: Egyptian
Date of Birth	: 1/8/1994
Place of Birth	: Egypt
Sex	: Male
Marital Status	: married
Religion	: Muslim
Military Status	: Exemption



## Personal Information

Address	: Meet Barre - Quwaisna - Menoufia - Egypt
Tel	: 048/2544587
Mob	: 002/01273018825
Email	: Mohamed.gamal2544587@gmail.com

## Objective

Work in a challenging environment in a business company or organization in the Computer & network field, maintenance, sales, fundraising or training where I can utilize my capabilities to advance in my career.

I am self-motivated, ambitious and eager to learn. I am a responsible individual with strong communication skills and work ethics besides being creative, focused and highly determined. I am willing to take responsibility and work independently. At the same time, I can work well in teams.

Looking for both personal and professional growth makes me capable of working confidently under pressure. Being bilingual gives me the chance to function efficiently in both English and Arabic.

## Education

- ❖ Bachelor of Financial and Administrative Sciences - Faculty of Technology and Development - University of Zagazig .

## Languages

English	: good
Arabic	: Excellent

### *Computer Skills*

- Use (Word - Excel - PowerPoint - Outlook)
- HR Software

### *Typing Skills*

English : Excellent  
Arabic : Excellent

### *Work Experience*

**From 2023 until New Head Of Payroll Department In M.M.K Pack For Industrial And Trading Company.**

**From 2022 until 2023 Senior Supervisor Human Resources In New Cairo Foods Company.**

**From 2020 until 2022 in Payroll Specialist in Al-Rifai Food Products Company.**

**From 2018 until 2020 in Founder of selling auto parts ( Accounts and sales ).**

### *Training & other courses*

- Certificate training in basic skills on ( Word . Powerpoint . Windows . Outlook . Internet ) Certified by Microsoft and the Ministry of Youth and Sports