

Khaled Mohamed Shaker



❖ **Contact Details**

Add.: Al bank St, Abo Tieg, Assiut, Egypt.

Mobile: 01011988364

E-mail: khaledshaker454@gmail.com

❖ **Career Objective**

- Seeking a responsible position in a company where my experience, accomplishments, and proficiency will allow me the opportunity for growth.

❖ **Personal Details**

Military service : Finished.

Date of Birth : 2/6/1998.

Marital Status : Single.

Nationality : Egyptian.

❖ **University Education**

Certificate : Bachelor of law.

Graduation : Approximately Good grade

University : Assiut University.

Graduation yea : 2021

❖ **Languages**

Arabic : Mother Tongue.

English : Good.

❖ **Computer Skills**

- Perfect in Microsoft Office (Word, Excel, PowerPoint).
- Perfect to make a detailed analysis report of my business.
- Perfect in using Internet searching.

❖ **Training**

- Marketing skills.
- Human resources.
- Computer and English skills at Tamkeen organization.

❖ **Personal Summary**

- A friendly, trustworthy person. who enjoys new working methods with excellent communication skills, presentable, willing to help others, able to work well within a team. Able to follow instructions, excellent timekeeping, enjoy finding solutions and working on development plans.

❖ **Personal Skills**

- Learn new tasks quickly.
- Marketing skills.
- Decision making & Negotiating.
- Problem-solving & Presentation skills.
- Advanced Interpersonal communication.
- Working in teamwork and with large cooperation systems.
- Manage available resource to maximize productivity and efficiency.

❖ **Volunteer experience**

- Shared with Resala and life makers and joined to these teams.

❖ **Interests**

- Reading & Travelling.