

Nada Mahmoud Abd EL-Fattah

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Date of birth: 13/11/1989.

Address: Cairo, Egypt.

Objective

- To obtain a good job opportunity to get a huge experience, improve my soft skills, business skills and reach to be a professional person.

Work Experience

- Sales Account Executive.
- Secretarial.
- Worked At AL Manar Contracting Egypt From (2006 - 2011).
- Worked at Jelecom Egypt from (2012 - 2015).
- Worked at professional Egypt from (2016 - 2018).
- Worked at elbaraeim school Egypt from (2018 - 2019).
- Sales at United Care (2019 - 2021).
- Supervisor At Anas Bin Malik Academy For Child Sciences (2022 - Till Present).

Education

- Major Bachelor of Commerce Accounting Division , Cairo University (2015).
- Final Grade: Good

Technical Skills

- Good knowledge of sales and after sales services.
- Aware of professional database handling systems like Microsoft office.
- Excellent In Secretarial Work.
- Excellent In Filling Reception.

List of Awards and Achievements

- Studied Taxes In New Generation.
- Have been studying ICDL at New Horizon (Related to Microsoft Development Tools).

Languages

- **Arabic:** Native Language.
- **English:** Good.

Personal Skills

- Self-motivated.
- Fast learner.
- Work under various circumstance.
- Teamwork skills.
- Leadership, planning and Presentation Skills.