

# Resume Form

## Personal Data

Name : Mohamed Subhi Mohamed Fareed

Nationality: Egyptian

Address : Elhejaz St. . El-Aguza, EL-Mohandseen, Giza. Egypt.

Date of birth : Nov. 8, 1972

Marital Status : Married

Mob. 002 01129373461

Home Tel : 0020337320857

Email : Hawash\_1972@hotmail.Com



## EDUCATION

- General Secondary ( Arab Republic Of Egypt )
- License of Laws Form the University of Cairo -1995.

## Technical Certification Awarded

- Microsoft products (win, word processing, Excel, access, Power point and internet).
- Data entry.

## LANGUAGE SKILLS

### Language:

- ❖ Arabic: Read, Write, & Speak (Mother tongue)
- ❖ English: Read, Write, & Speak (Good)

## Work Experience

- I worked assistant director for the support of trainer department in adex company from 1/1/2000 to31/12/2001
- I worked a director for the support trainer department through my team work in adex company from 1/1/2002 to 31/12/2003
- I worked In Riyadh Bank - Combined Help Center from 1/1/2004 to 1/11/2008
- I worked as an administrator in Ice Man Company for three month from1/12/2008unti 1/3/2009
- I Worked for the DHL Company form 1/3/2009 until 1/10/2009 .( Administrator in P& G (Department Logistic) .
- I Worked a lawyer in High institute for tourism& hotels – six October cityform 1/1/2011 until 30/10/2011.
- I Worked HR manager in High institute for tourism& hotels – six October cityform 1/1/2011 until 30/10/2011.
- I worked manager of auxiliary service in Nile Egyptian school from2012untill now.