

# *Amathel abdelhameed Omar Mohamed*

## **Contact Information**

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- Ability to join : Immediately
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## **Objective**

- looking for position that matches my education and skills, I have a good knowledge in accounting, management, economy and finance.

## **Academic Qualifications**

- faculty : Postgraduate Student in Politics and Economics.
- Department : African department, Cairo university.2022(diploma)  
with cumulative Grade" very good" (86,6%).
- pre master : faculty of postgraduate studies
- university : cairo university
- Year of graduation : (2020) Bachelor's Degree in commerce English
- Faculty : Faculty of commerce English section .
- University : Sohag University, Egypt.
- Major : Accounting
- Cumulative Grade : Good (75, 42%)

## **Computer Skills**

- Microsoft Office Programs:  
(Excel, Word, Access and Power Point)
- Data Entry:  
(Arabic &English)

- Internet Searching as a scientific research .

## Languages

- Arabic : Mother tongue.
- English : B2+

## Personal Skills

- Customer service skills.
- Creativity.
- Team Work.
- Time management.
- Self Motivated, dependable & effective team.
- Easy to understand and learn new technologies.

## Work experience And Training

### Present

HR coordinator at Canadian Cultural Center until now

2022

- Partner support and ER at 04 academy (freelancer ) until now .
- Customer services agent at tele performance company for 4 month
- Sales, customer service in orange company.  
(Experience 1 year and half).

### 2021

- HR recruiter freelance at cv world company for ( two months).
- HR recruiter manager at engaz maser for (5 month )

### 2020 courses and training

- Fundamentals of digital marketing
- Internet & Computing Core Certification (IC3)

### 2019

- Former Trainee at National Bank Of Kuwait (NBK)

- Former Trainee at agriculture bank
- Rise Up Hackathon
- Employability Skills Track (EST): [Grant from \(AUC\)](#)

## **2018**

- Former Trainee at Agricultural Credit Bank
- \*English courses in AUC.
- \*English courses in English capsules.
- Leadership preparation camp in Helwan.
- United Nations camp in sohag.

## **2017**

- New Horizons-The Portable Document Format (PDF)
- Sessions in Effective Communication and Presentation Skills, Technical Writing, Negotiation Skills, Team Work, Planning, Freelancing.

## **Activities**

### **2017 To 2019**

- Enactus organisation: (2017-2019)  
  Position: Public relations and fundraising Representative.  
  Location: Enactus Sohag.
- Moic organisation: (2017-2019)  
  Position: Trainer and public relations.  
  Location: Moic Sohag.
- Greek camps: (2019)  
  Position: Attendance.  
  Location: Assiut intelgent valage.
- Pioneers company: (2018)  
  Position: Traninee at pioneer's company for financial markets  
  Location: Sohag university.

## **Personal Data**

- Date of Birth : August 25, 1998
- Marital status : Single
- Nationality : Egyptian

## **Interests And Hobbies**

- reading and writing .
- Economic analysis.

- **Entrepreneurship.**

