

DONIA ESMAIL HUSSEIN OSMAN

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Objectives

Seeking a position of an accounting and customer services where my knowledge is applied and my technical skills and experience well utilized.

Education

Sep 2023 expected a Bachelor of an accounting at Faculty of Business Alexandria University.

Career Related Experience

(Aug 2021 - Mar 2022)- cashier Elaraby COPY CENTER.

- Dealt with customers 30 per a day.
- Lead a team and assist to them.
- Worked a photocopier and quickly on the computer.
- Had good communication skills with co-works and clients.

Extracurricular Activities

Aug 2019-Nov 2020 worked as scout team leaders - Sea Scout Club

- Organized orientation parties in our team
- Taught Religious Subjects for new generations.
- Provided distinguished activities and determine their abilities and energy.

Training &courses

2023 Feb Attended a Training program in cooperation with the Export Development Bank
(Financial and banking services)

Aug 2022 Attended a Training program to encourage the inclusion of person with disabilities
(Disability equality)-UCCD

Jul 2022 Banque misr online

Apr 2022 soft skills (Bibliotheca Alexandria)

Feb 2022 Employability skills training course, university center for career development
(UCCD) faculty of Business Alexandria.

Languages and Computer Skills

Languages

- Arabic (mother Languages)
- English (Good)

Computer Skills

Good computer user (Microsoft word and excel)

Aug2020-Sep2021 International computer Driver's license (ICDL Arabian)