
Duaa Goda

Al-sawha Ahmed

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Ojective:

Seeking an entry-level position to beginmy career in a high-level professional environment.

Education:

Higher Institute of Computers and Information Systems

2005 - 2007

Experiences:

- Coordinator at alpha fit Ems 4/2023 - 9/2023
 - Sales Representative & Reception at Nile Gym. 6/2021 - 1/2023
 - Secretarial at Sun Egypt for Import. 5/2016 - 1/2020
 - Receptionist, Accounts and Data entry at Blue Gym. 12/2012 - 3/2015
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Key skills and competencies:

Computer skills :

- Very good user of computer and Internet.

Language skills :

- Arabic : Mother Tongue.
- English : Good at (Reading, Writing, Speaking & Reading)

Personal skills :

- Work in a team.
 - Very ambitious.
 - Active, hard worker.
 - Get the job done with minimal time and effort.
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Key Courses:

- ICDL From Misr alarabiafor training & consultancy.
 - I took an English course in Berlitz.
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Personal Data:

Nationality : Egyptian

Date of Birth: 28/01/1989

Marital Status: Single