



Abdelhakim Shaarawy



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I hope that you will consider this application favorably. I wish to assure you that I shall make every effort to be worthy of the confidence place in me.

Personal Information

Name: Abdelhakim Shaarawy
Date of Birth: September 3th, 1988
Nationality: Egyptian
Military Status: Completed "March,2012"
Address: El Menia - El Menia
Marital Status: Married

Objective

Finding a job meets my qualification and acquiring new experience.

Education

Assiut University
Faculty of Law – Master Degree In General Law
Graduation Year: Oct 2015
Grade: Very Good

Bni Swuif University
Faculty of Law - Licentiate of law
Graduation Year: Jun 2010
Grade: Good

Training & Courses

- Personnel Workshop (HR Passport)
- Communication Skills
- Customer Care

*Work
Experience*

Lawyer Office

Dr, Sameh Elkarkhy
“law firm office”

March 2012 – Feb 2013

Call Center

Exceed

Feb 2013 – Nov 2014

Data Entry

El Safwa Hospital

Dec 2014 – May 2015

Data Entry

EGIC

March 2017 – May 2018

HR Coordinator

EGIC

June 2018 – July 2019

Technical Support

SHAREEDU

Jan 2020 – May 2020

HR Specialist

Evora
“Mineral water”

Sep 2020 – Till now

Language

- **Arabic:** Mother tongue
- **English:** Good

Skills

Computer

- Word, Excel and Power Point.
- Internet Browsing & Searching.

*Other
Information*

Hard working, ambitious and willing to work in Team, good presentation skills
