Curriculum vitae

Doha Mohamed Hamza taha

|  |
| --- |
| Personal information |

**Address : 45st Omar ebn elkhatab hadaeeq hulwan**

**Date of Birth : 28/2/2000**

**Nationality : Egyptian**

**Marital Status : single**

**Phone no. : 01117654681**

**E-mail : doham5225@gmail.com**

|  |
| --- |
| Education |

**Higher Institute of Administration and Secretarial in Old Cairo**

**Graduate of 2022**

**Bachelor's degree in Administration and Secretarial Studies with a good general grade**

|  |
| --- |
| Work Experience |

 **Recent graduate**

|  |
| --- |
| Personal Skills  |

**Ability to work under pressure.**

 **good communication and reposting skills**

**Quick learner.**

|  |
| --- |
| Languages  |

**Arabic ( Native ).**

 **English ( Good ).**

|  |
| --- |
| Computer Skills  |

**Microsoft oFFice : ( Microsoft Word and Excel).**