



## PROFILE

**Address:** El Safy St , North  
Coast Road Kilo 23 ,  
Alexandria, Egypt

**Nationality:** Egyptian

**Birth date:** 19/12/1996

## CONTACT

**PHONE:**  
**01025195731**

**What's app:**  
**01025195731**

**EMAIL:**  
[Ayhhany241@gmail.com](mailto:Ayhhany241@gmail.com)

## Languages:

**Arabic:** mother tongue

**English:** very good command  
for both (spoken & written)

## HOBBIES

reading

# AYA HANY SAYED MOHAMED

## EDUCATION

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2016 - 2020

- Bachelor of Arts Oriental Languages Department Assuit university with very good grade (81.25%)

## WORK EXPERIENCE

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- **Working as Administration Supervisor at brightway center. (Novemper2021 - till January2023)**

I was responsible for:

- Follow up with parents and solve their problems.
- Follow up the work of specialists.
- Management of the financial accounts.

## SKILLS

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- Understanding the natural of the required job and applying in smoothly and regarding surrounding conditions.
- Very good performance at microsoft office and browsing the internet.
- strong verbl communications skills.

## Trainings

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- ICDL course

## Objectives

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I look forward to be a good addition to the organization and to help develop it as such as I can.