

Mohamed Emam Abd El-Monaem Emam

37St. Abu Matred, EL Khanka

City, EL Qalyubia, Egypt

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EDUCATION

Bachelor of Information Systems

- Higher future institute for specialized technological studies Future Academy, Egypt
- Year of graduation: May 2020
- Department: Management information systems
- Grade: Very good
- Graduation project: Excellent

Certification and Courses

- ICDL from (ICI)

Training

- Training in X-Business company (Human Resource Management)

Languages

- Arabic: Native Language.
- English: Very Good.

Computer Skills

- Retail Pro Software- Inventory Control Software for Retailers.
- Microsoft Office 98, 2000 & XP Windows base applications like Excel, MS Word, MS Access, Power Point, MS Exchange Outlook.
- Good knowledge of computer hardware, and installation of programs/software.

Personal Skills

Self-Development

- Open to learning new skills and ideas and takes part in learning opportunities.
- Identifies possible solutions to solve an issue when raising it to the next level

Teamwork

- Understands the work of the group and demonstrates a commitment to team goals and treat others fairly and equitably.
- Provides feedback to team members on their performance and develops action plans to develop performance

Analytical Thinking

- Undertakes a complex task by breaking it down into manageable parts in a systematic, detailed way
- Presents problem analysis and recommended solution to others rather than just identifying or describing the problem itself

Communication:

- Seeks to understand the viewpoint of others and asks questions to clarify meaning
- Co-operates with others, shares relevant information and seeks information from others as required

General Information

NATIONALITY	Egyptian.
MARITAL STATUS	Single.
AGE & DATE OF BIRTH	26Yrs. / 20-2-1997
PERMANENT ADDRESS	37St. Abu Matred, EL Khanka City, EL Qalyubia Egypt