Asmaa Farag Shahat Esmael

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# **Personal Skills :**

* Effective Communication Skill.
* Time management skill.
* Teamwork ability.
* Listening and writing skill.

# **Education :**

Faculty of mass communication, Al-Azhar University

* Major : public relations - Gradation Year : ( 2022)
* Grade : very good with honors.

# **Work Experience:**

* The Organization and Ceremonial Team in public relations unite of the College of Islamic and Arabic Studies Girls Department of Journalism and Media October 2021- May 2022
* Content writer and Administrator of the Graduation Project "كتالوج الأمان" won the third place in "the Ibdaa " at the level of Egyptian universities. January 2022- April 2022

# **Courses :**

* Media Speaker Skills Course from the Public Relations Initiative for All.
* Photoshop basics course from Amr Atallah channel and Nour Design channel.
* A course on how to become a human resources specialist presented by Ahmed Aqeel, a certified trainer from **HRCI**

# **Language Skills :**

* Arabic : Mother Tongue.
* English : Good in Writing and Speaking.

**Objective**

* To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.
* Work within a team to advance the company and work to maintain its reputation.

# **computer Skills :**

* Excellent in using Microsoft ( Word and power point ).
* Good In using Microsoft ( Access and excel).
* Good in using Adobe Photoshop.