



## PROFILE

Utilizing and enhancing my skills and qualifications through a big organization wherein continuous education and development of staffers is encouraged, through which I can interact efficiently in a dynamic environment.

## CONTACT

**PHONE:**

**0111 76 26 905**

**Email:**

**[islamsadek237@gmail.com](mailto:islamsadek237@gmail.com)**

**Cairo – Egypt**

## PERSONAL FEATURES

Able to learn new tasks quickly.  
Ability to work independently & as an effective team member.  
Sensitive to change and always aspiring for progress.  
Establishing excellent rapport with superiors & colleagues  
Able to work under stress

## ISLAM SEDDIQ EID AMIN

## EDUCATION

Bachelor of Commerce – Business Administration Department-  
Industrial Relations Branch  
Labor University in Cairo  
Year of Graduation: 2012  
General Mention: Good  
El-Helmeya Techno-Commercial Secondary School

## SKILLS

Good command of computer skills  
Very well established in driving with valid driving license

### Languages:

Arabic: Excellent command of spoken and written as well as read Arabic as a mother tongue  
English: Fair command of spoken, written & read English

### Computer Literacy:

Microsoft Office: WinWord – Excel – PowerPoint  
Very well versed in internet searching

<b>Date &amp; Place of Birth</b>	: 26/09/1991 - Cairo
<b>Marital Status</b>	: Married
<b>Nationality</b>	: Egyptian
<b>Military Service</b>	: Completed

## TRAINING COURSES / CERTIFICATES & AWARDS

International Computer Driving Licence (ICDL)  
Public Relations Course – American University in Cairo  
Human Resources Management Course (HRM) (Totality International Company)

## REFERENCES

**FURNISHED UPON REQUEST**

# CURRICULUM VITAE

## CAREER BACKGROUND

**Egypt Foods Company**

**Cairo, Egypt**

**2014 – 2015**

### **Sales Executive**

#### **Duties Held:**

- Taking part in preparing marketing campaigns and product promotion
- Selling food products for the widest range of clients
- Executing the company's marketing plan

**El-Sav El-Araby (SEGALA EST.)**

**Jizan - Saudi Arabia**

**2015 – 2021**

### **Salesman & Collector**

#### **Duties Held:**

- Carrying out all storekeeping tasks inclusive of inventory & sorting of cigarettes.
- Responsible for sales of cigarettes within entire Saudi market.
- Executing the brand strategic plan of promotion and sales.
- Collecting of funds, depositing and withdrawing from banks.
- Performing inventory tasks of products on a daily, monthly and annual basis.
- Taking part in the distribution of items into the local market.
- Carrying out the rotation job for the product in coordination with the sales manager.