Mayssa Metwally Mohamed

Education

- **Bachelor Computers Management Information Systems 2015**

Contacts

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Personal Info

- Nationality: Egyptian
- DOB: 1/1/1993

Address

- **622 Zahraa Nasr City Cairo EG**

About

The Product Data Specialist is responsible for ensuring the accuracy and completeness of all product data in the company's application. This includes creating and modifying products based on assigned tasks, researching and collecting data for missing or incorrect information, monitoring and calculating daily performance metrics, and ensuring the achievement of daily targets.

Work History

Jan 2017- Content Specialist

Current   Nana.sa

* Create new products using the Nana template for various systems.
* Modify existing product listings based on specific requests.
* Conduct thorough research and gather data from various marketplace websites to address missing or inaccurate product information.
* Assign appropriate categories, types, brands, and sizes to each product.
* Submit completed products along with PIDs (product IDs) and unresolved product issues.
* Monitor assigned product groups to maintain accuracy and consistency.
* Calculate daily performance metrics and send them to the Content Team Lead by the end of the day (EOD).
* Effectively utilize Frappe to create and modify brands, types, units of measurement (UOM), and sizes across different levels.
* Demonstrate proficiency in using Akenio to create and modify products, brands, UOM types, and sizes.

- **Jan 2016- Technical Support Till Jan 2017 Military Production**

- **Jan 2015- Data entry Till Jan 2016 Military Production**

- **Jan 2014- Call Centre Till Jan 2015   Elaraby Group**

Skills

- Excellent Communication Skills.
- Ability to work in groups.
- Ability to work under stress.
- Good Research Abilities.
- Good Presentation Skills.
- Self-Motivated.

Capabilities

- 1. Leading and organizing colleagues in a team work.
- 2. Understanding and working with new technologies in different fields
- 3. Dealing with people of diverse cultures with good computer skil