

Nada Balegh Hamdy

PERSONAL INFO:

- **Nationality** : Egyptian
- **Date of Birth** : 1 – 3 - 1998
- **Marital Status** : Married
- **Telephone** : 01023233455
- **E-mail** : nadabalegh@gmail.com
- **Address** : Nasr City - Cairo

EDUCATION:

Faculty of **Business Administration and Commerce**,

Major Accounting, Minor HR

Future University and **Cincinnati University**

- **Graduated** : Sept, 2021
- **Grade** : Accepted (2.00 from 4.00)

LANGUAGES:

- **Arabic** : (Mother tongue)
- **English** : very Good

PERSONAL SKILLS:

- Strong organizational, administrative and analytical skills.
- Ability to maintain confidentiality.
- Ability to produce consistently accurate work even whilst under pressure.
- Excellent verbal and written communication skills

COMPUTER SKILLS:

- **Microsoft Office**

Courses :

- **English** at British Council

College Trainings:

- **RMG Company** : learned how to be more effective in communication and Negotiate
- **Jumia** : learned how to be more effective in Social Selling
- **Egypt Air** : learned how to be more effective in Data Analysis and Problem Solving
- **The Egyptian Exchange**: for a week , learned about financial statements

What I'm seeking for:

Seeking a challenging position where I can be of benefit to the place and develop both my technical and interpersonal skills.

And Finally It's My Pleasure to Join to Your Work Organization...