

Abanoub Ibrahim Younan

“ECM Consultant”

ABBYY | Brainware | OnBase | Doxis4

at Quest Egypt Software “QES”

Phone: +20 1277371155

E-Mail: Abanoubibrahim35@gmail.com

Address: Metwaly Elshaarawy St. El-Nozha 2, Cairo, Egypt

Birth date: 01 Oct. 1990

EXPERIENCE

QUEST EGYPT SOFTWARE “QES” HEAD OFFICE
“ECM CONSULTANT” ONBASE ADMIN
 ECM DEPARTMENT 2019 - Present

Duties:

- A good working experience in Enterprise Content Management with strong hands on OnBase solution (Hyland).
- Studying and documentation of existing process, involvement of technical and functional aspects, design specification and ability to interact with client /end user to solicit information and define solution requirement.
- Installation and configuration of OnBase Applications (Hyland).
- Proficient with the All the Administration configurations related to File Cabinet, Folder type, Document Type, Keywords, User group, workflow, workview & etc.
- Ensured Cross Functional Coordination for timely completion of project.
- OCR Consultant using “Brainware” Intelligent Capture (Hyland).

“OPPO SMART PHONE” HEAD OFFICE
 ‘SUPERVISOR’ 2016 - 2018

“NOKIA SMART PHONE” HEAD OFFICE
 ‘FIELD FORCE AND AREA MANAGER’ 2014 - 2016
 ‘PROMOTER’ 2012 - 2014

EDUCATION

- **“JULY 2011”**
 Graduated from Faculty of Law.
 University: Ain Shams.
 Major: Accounting.
 Grade: Good.
- **“JULY 2007”**
 Graduated from El-Mattaria High School.

COURSES

“DEC. 2021”	ABBYY FlexiCapture 12 Basic & Abbyy Vantage	“ABBYY Uni.”
“SEP. 2021”	Microsoft Office 365 & SharePoint.	“Microsoft”
“OCT. 2020”	Brainware Intelligent Capture: Core Concepts.	“Hyland”
“DEC. 2020”	Enterprise Content Management. System Administration, Workflow Design & Workview Implementation.	“Hyland”

ABOUT ME

Seeking for finding a job in a progressive organization to enhance my technical knowledge and experience.

LANGUAGES SKILLS

- English Very Good
- French Good
- Arabic Native

COMPUTER SKILLS

- Word Very Good
- Excel Very Good
- Outlook Very Good
- Operating System Excellent

PERSONAL SKILLS

- Superb teamworking skills.
- Never letting a workload get to me.
- Focused on getting results that matter.
- Active listening & Personal Development.
- Attention to Detail.
- Effective Communicator.