

CONTACT

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Assiut Government - Sidfa City - El-geish
Street

OBJECTIVE

Seeking an entry-level position in Accounting where I can build on my current skill set to contribute to the profitability of the company. My Qualifications in Accounting together with my part-time work experience provide a solid foundation on which to build a career with your company

EDUCATION

2020

- **Faculty of commerce, English Section, Assiut University**
Bachelor's degree in English Accounting
Good

EXPERIENCE

Aug.2020 - Oct.2020

- **Vodafone company**
Call center agent
 - Answer incoming calls and respond to customer's emails
 - Management and resolve customer complaints
 - Identify and escalate issues to supervisors
 - Follow up customer calls where necessary
 - Other duties as assigned

Jul. 2018 - Oct. 2018

- **Best way Supermarket - El-Gouna Red sea**
Cashier
Accurately managed the cashier drawer and reported the balance on daily basis.

COURSES & SCHOLARSHIPS

- Internet and computing core certification (lc3) include :-
 - - Microsoft Office package
- Online Job Placement Training Program
Includes :-
 - - Business Skills
 - - Business English (speaking and Pronouncement)
 - - Career Directions
 - - Labor Law
 - - Digital Marketing
 - - Microsoft Office package

SKILLS

- Ability to search and self-learn
- Ability to work under pressure
- Co-operative
- Excellent at Microsoft office package - Word, Excel, Access and PowerPoint

LANGUAGES

- Arabic "Mother Tongue"
- English "Excellent"
- French "Fair"

MILITARY STATUS

- Completed