



CONTACT

Name: Aya Sedeek Ahmed

PHONE:
01128551302

Date of birth: 12/11/1997

EMAIL:
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Marital status: Single

PERSONAL SKILLS:

- Self-motivated, responsible and co-operative.
- Possess the ability to communicate in English effectively both verbally and written.
- Capable of maintaining great relations with the general public and other associates at all times.
- Developed strong interpersonal, organizational and leadership skills.
- Able to work well under pressure.
- Team player with strong analytical and problem-solving skills.
- Flexible in working in different environments.
- Insist on success.

EDUCATION

Bachelor of Commerce, Alexandria University, Egypt, 2020
Grade: Good.

WORK EXPERIENCE

AL Saad company
2/2019–5/2021
Operation and technical support.

Sharepoint Technology
7/2021–still working

SKILLS

Computer skills:

- Windos7,10.
- Good work experience with computer hardware.
- Office, including Excel, Word, PowerPoint, Internet.
- I work in programming (Front End).

Language:

- Arabic: Mother's tongue.
- English: Good speaking, Reading, listening.

Training courses:

- ICDL course at Harford institution and British Institute.
- Soft skills at Harford institution.
- HR at Harford institution.
- Programming at Route