

Mohamed Reda Mohamed

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Bio

Versatile professional with experience in Tech, Law, and Finances. Good background in International Organizations regulations and Contracting Laws. Worked as an IT Help Desk and editor for a small business. Established an online shop selling affordable PC hardware. Continuously learning and expanding skill set. Proficient in programming languages, web development. Excellent research and communication skills. Detail-oriented and adaptable. Committed to delivering high-quality work.

Education

- Aswan University, Aswan, Egypt
- [Law Degree] | 2021
- English Section of Law School - Aswan
- Total Grades – Good, and Achieved A Legal Research Certification from Aswan University

Experience

[Apr 2023] - [Current]

[Content Manager / Editor] | Xepher | Remote

Currently working on managing Multiple Social media Pages of Xepher Esports Group, my work includes Making and Editing Videos, Creating thumbnails, Handling the SEO, Also helping the team on researching New Ideas whether for Content or Tools that could benefit the Organization.

[Jan 2023] - [Apr 2023]

[CRM] | Nissan Aswan | Aswan

Worked as Customer Relation Management in Nissan Aswan Branch, I was also Making and Printing Job orders and adding Client orders and Cars Into the ERP System.

[Jul 2019] – [Sep 2021]

[IT Support] | Maximum Hardware | Cairo

My main job was assembling PC Components and troubleshooting faulty Hardware, also did some photo and video editing for the company.

[May 2019] – [Jul 2020]

[Customer Support] | G2A.com | Worked Remotely Part-time

Worked as customer support agent and worked towards fixing any issue the customers had by providing them with the best solutions.

Courses & Certificates

- Software Development & Networking – **Information Technology Insitute** (2022)
- Introduction Into Cybersecurity – **Cisco** (2022)
- Legal Translation – **Aswan University** - (2021)
- English Language Level C1 – **CEFR** - (2022)
- Sales Forecasting – **HP Life Org** - (2022)
- Professional IT Support – **Google & Coursera** - (2022)
- Funding and Cashflow – **HP Life Org** - (2021)
- Programming Foundations – **LinkedIn** - (2022)
- Legal Translation – **M3aarf MOOC Platform** - (2021)

Skills

- Good Knowledge of Widely used Software tools Such As Microsoft and Adobe Programs.
- IT and Technical Skills Regarding Hardware & Software.
- Teamwork and Communication.

References

Github: github.com/Clarionxk