

# Ahmed Mohammed Khalifa

## Personal Data

**Date of Birth:** 1/3/1985  
**Current Address:** Riyadh  
**Telephone:** 0544397704  
**E-mail:** abokarim\_2013@hotmail.com  
**Nationality:** Egyptian  
**Religion:** Moslem  
**Marital Status:** Married



## Career Objectives

I have honor to introduce my C.V. for seeking a challenging job that gives me the chance to use my administrative skills, and to interact with people of diverse back ground.

## Education & Certifications

**Pharous Academy (Giza)**  
**Bachelor of Information Systems**  
**Degree :** Good  
**Graduation Year:** 2006

## Qualifications

### □Operating Systems:

- ✓ All Microsoft Operating Systems.

### Microsoft Office Package:

- ✓ (Word, Powerpoint, Excel, Access, windows, internet).
- ✓ diploma programming
- ✓ Certificate benefit (visual basic-Vb.net-SQL server-Oracle 10 g-Access-Crystal report-Ado-Ado.net-Dao)

### Web Tools:

- ✓ Professional user

### Language Experience:

- ✓ Arabic (Mother tongue).
- ✓ English (very Good).

## Additional Information

- ◆ Flexibility to work outside normal working hours.
- ◆ Excellent in teamwork.
- ◆ Sociable, interested in customer service & satisfaction.

## Experience

- ◆ IT in Riyadh food industries Co (2008- 2009)
- ◆ Work in Masa (HR-PR) (2009 – 2010)
- ◆ Work in Al Manashy Group (IT & HR Manager) (2010- 2014)