NAHLA YOUSSEF

* 607 Hadayek El Mohandesen/ Sheikh     Zayed/ 6th of oct. giza

* (02)38505065(Home), (010)66709771(Mobile)
* Nahla\_mohamed\_youssef@hotmail.com

Education

Jun 2012

Foreign language and translation (English department)

*Misr University for Science and Technology*

GPA: GOOD

Certifications

General English

*American University in Cairo*

Work History

Nov 2014 - present

Assistance English Teacher

*New Manor House*

* Assisting and managing English materials for students and conducting exams as well as instructing

Jan 2013 - Oct 2014

International Account Advisor

[*Vodafone International Services*](http://vis.vodafone.com.eg/)

* resolving customers queries and ensuring a positive feedback that enlarges the company's reputation and public audience

Technical Skills PC SKILLS

* **Web technology:**Photoshop, PhotoScape,Using Web Searching Tools (Google,Bing,Yahoo)  
  **Operating systems:** Windows 95, 98/me/2000/XP/Vista 98 / windows 7  
  **Software:** MS Office 97/2000/2007/XP

Interpersonal Skills

* Team Player.
* Disciplined and willing to learn
* Very Organized
* Creative and Ambitious
* Responsible and have Self-study ability
* Flexible and open to new initiatives.
* Ability to work under strict deadlines and pressure
* Ability to learn new tasks quickly.
* Excellent communication, negotiation Skills.
* Ability to work individually and as a co-operative team member.
* Leaderships skills

Skills

English language

Proficient  in writing, reading and speaking

Arabic language

mother tongue

French language

Good

References

will be give upon request