

Hana Eid El-Tahawy

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🌐 hanaeid.github.io/My-Portfolio/ 🔗 hana-el-tahawy-b5a50a1b2

PROFILE

Talented Front-End Developer with experience in developing and maintaining user interfaces for websites. Adept at using various web development technologies and project management tools. Eager to face real-world challenges and gain further experience through a full-time position that leverages both development and project management skills.

EDUCATION

Bachelor's Degree

09/2019 – 06/2023

Business Information System (BIS) - Helwan University

- Team Leader, Graduation Project Grade: **A+**
- GPA: **3.52**
- Grade: **Excellent**

PROFESSIONAL EXPERIENCE

Project Administrator

03/2024 – Present

Raya Holding for Financial Investments

- **Purchase Requisitions:** Issued purchase requisitions and closely followed up with the Logistics Department to ensure timely delivery of goods, aligning with project timelines.
- **Invoice Management:** Managed the issuance of invoice requests upon receiving the necessary documentation from the Project Manager, liaising with the Finance team to ensure accurate revenue recognition and updating the project plan with actual revenue and cost figures.
- **Project Plan Updates:** Uploaded and updated project plans on Oracle, coordinating with the Project Manager to ensure accuracy and timeliness.
- **Project Tracking:** Monitored project progress, financials, issues, and risks, preparing detailed project reports as required.
- **Stakeholder Coordination:** Collaborated effectively with various departments, including Logistics and Finance, to ensure seamless project execution and financial accuracy.

Web Developer Intern

Deezex Marketing Agency

09/2023 – 11/2023

- Learned how to create landing pages with WordPress
- Learned to use plugins and themes to develop e-commerce websites

Online Marketer

RivelTrend Online

09/2020 – 08/2021

Managed the sales system, handling customer communications via email and messages to build and maintain strong customer relationships and enhance customer loyalty.

COURSES

Entrepreneurship Course

TIEC

09/2020 – 10/2020

- Gained strategic thinking and planning skills
- Developed teamwork and leadership abilities
- Learned marketing for startups

ORGANIZATIONS

Business Developer

SCCI Cairo University

12/2020 – 07/2021

- Developed strategic plans for business and revenue growth
- Created event case studies and business/financial plans
- Attended and participated in conferences and events

TECHNICAL SKILLS

Front-End Web Development: HTML, CSS, Bootstrap, JavaScript, React.js, TypeScript	IT Specializations: Database, Network, Data Security, System, IS, OS
Business Specializations: Finance, Accounting,Partnership, Human Resource (HR), Marketing	MS Office Applications: Word, PowerPoint, Excel
Project Management: Oracle for projectmanagement and financial tracking, Ability to manage project documentation and ensureaccurate revenue recognition	Strong coordination and follow-up skills with multiple departments
	Competency in preparing comprehensive project reports

SOFT SKILLS

- Quick learner and hard worker
- Effective communication and presentation skills Problem-solving
- Strong coordination and follow-up skills with multiple departments

LANGUAGES

Arabic	● ● ● ● ●	English	● ● ● ● ●
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PROJECTS

Graduation Project
Therapiva Website - Team Leader & Front-End Developer
For my final year project, I led a team to develop "Therapiva," a web platform designed to enhance therapist-patient communication. As the Team Leader and Front-End Developer, I oversaw the project and implemented critical features such as:

- **Real-Time Notes:** Enabled immediate therapist feedback.
- **Educational Resources:** Provided personalized support for patients.
- **Symptom and Progress Tracking:** Facilitated adjustments to treatments.
- **Comprehensive Medical Records Access:** Ensured therapists had all necessary information.

My role focused on creating an intuitive, user-friendly interface that improved the platform's usability and impact on mental health care. I worked closely with the backend team to ensure seamless integration and functionality, delivering a robust, scalable, and secure solution.