

## C.V



### Personal information:

Full Name	Mohammed Kadhim Mohammed	Date of Birth	19/2/1996
Place of Birth	Baghdad / Al-Mansour	Present address	Baghdad
Height	52 kg	Weight	178 cm
Nationality	Iraqi	Religion	Muslim
English Skills	Newcomer	Computer Skills	Very good
Marital status	Single	Drive License	No

### Education:

Institute/University	Degree	City/Country	Major	Graduation Year
Al-Daoudi preparatory school	High school	Iraq / Baghdad	Literature	2014/2015

### Employment History:

Company Name	Location	Job Title	Company Activity Type	Date/From	Date/To
Atkit	Al-Mansour	Sales Officer	Perfume shop	4/2018	10/2018
Al-Maili Tower co.	Al-Emirate	Administrative Officer	Transportation of petroleum products	10/2017	4/2018
Library of Justice	Al-Ghazaliya	Library Management	Printing and Reproduction	3/2017	8/2017
Al-Awael contracting co.	Al-Mansour	Administrative Officer	General Contracting	1/2016	11/2016

### Work Experience / Responsibility / Duty / Skills:

- Work well on programs (word – Photoshop).
- Printing in word, creating tables and completing the works that are related to it.
- Completion of all administrative and office work based on office programs.
- Working on the program Photoshop in terms of office and administrative matters.
- The ability to address (official books) governmental or non-governmental.
- Electronic correspondence in Arabic and English using an interpreter.
- Print speed Arabic: good, print speed English: medium.
- Manage the accounts of social networking sites and promote for a company and for a specific product.
- Other skills: (Creation of curriculum vitae – submission of job forms and students).
- Free to work.

### Contact information:

Mobile	07811917034 - 07733678545
E-Mail	mohammed2124358@gmail.com