



**Name: Suror Saad Najem**

**Date & place of birth: Baghdad 19\11\1997**

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## **Education**

**BCS. In computer devices technical engineering.**

**At middle technical university\ electrical engineering  
technical college. Baghdad-aldora.**

## **Expereince**

**-Call center at company "Orbit for optical cable services, for  
a period 6 months.**

**- Administrative officer at company "manhal al-khairat for  
general constrat. For one year.**

**Languages:** Arabic \fluency writing & speaking

English\ good writing & speaking

**Skills:**

-Excellent computer skills win7&10.

(Word,Excel,powerpoint,outlook),managing files and paperworks , archivng , and writing reports and printing.

-teamwork Skills- Encourage others and uses initiative.

-problem Solving –can think clearly to get past barriers.

-communication skills –communicates well to both a group and individuals.

-ability to learn new software applications.

- good in photoshop.