

Philip Francis Tawfik

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▪ ***Personal Information***

- Nationality: Egyptian
- Date of Birth: 20th October 1985
- Place of Birth: Mansoura, Egypt
- Gender: Male
- Marital status: Married
- Driving License : Available

▪ ***Objectives***

My goal is to become associated with a company where I can utilize my skills and gain further experience while enhancing the company's productivity and reputation.

▪ ***Education***

Bachelor of Arts (B.A.), Zagazig University, Egypt.

▪ ***Professional Experience***

- **Manama Printing (Bahrain):** Sales Manager –July 2018 till Present.
- **Horizon Telecom Services - Batelco (Bahrain):** Technician Supervisor - Aug 2016 till June 2018
- **Dream House Company WLL (Bahrain):** Sales Manager - Oct 2012 till July 2016.
- **Robin Lane Clothing (Egypt):** Retail Sales - May 2006 till Sept 2012.

▪ ***Key Skills and Competencies***

Language:

- Arabic: Mother tongue – Excellent spoken and written.
- English: Very Good spoken and written.

Computer

- Perfect knowledge of internet and networking.
- Perfect knowledge of dealing with Microsoft Windows and Microsoft Office.

Personal skills

- Very good Team worker.
- Work under pressure.
- Committed to plans and deadlines.
- Business-oriented.
- Outstanding interpersonal & communication skills.
- Excellent presentation skills.
- Enthusiastic and committed.
- Quick learner, keen to learn and improve skills.
- High Communication, organizational and presentation skills.

• **References:**

- Available upon request.