



# Sample curriculum Vitae Template

**Ahmad Abdel Hamid Maghawry Abdel Hamid**

Personal Information	
<b>Name</b>	Ahmad Abdel Hamid Maghawry Abdel Hamid
<b>Address</b>	Saudi Arabia – Al Khobar
<b>Mobile Phone</b>	0599239908
<b>Date of Birth</b>	1 / 1 / 1989
<b>Nationality and Religion</b>	Egyptian and Muslim
<b>Sex and Marital Status</b>	Male and Married
<b>E. mail</b>	<b>Ahmedmajhwry@gmail.com</b>

Qualifications			
	Certificates	University	Year
1	- Bachelor's Degree of Management Information and Systems	Future Academy	2011

Practical Experiences	
1	A Purchasing Officer at the Egyptian Company ( <b>Petrojet</b> ) in the Saudi Branch in Al-Khobar from 1/7/2020 up to now with the following job duties: <ul style="list-style-type: none"><li>- Submitting tenders and works to specialized contractors and suppliers to obtain the best offers for projects.</li><li>- Issuing supply orders on the SAP system.</li><li>- Assigning works to contractors through awarding by direct order or through tenders.</li><li>- Communicating with contractors and suppliers and follow up on the progress of the works.</li><li>- Preparing requests for quotations.</li></ul>
2	A Sales Supervisor at Whaat almaareefa Company in Dammam from 1/5/2015 to 30/6 2020

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3	A Programmer at Cady Arabia for Information Systems in Cairo, Department of Development for one year
4	A Technical support Officer at Prime Express for one year

### Training Courses

1	Sap MM
2	Sap Basis
3	Web Development

### Computer Technical Skills

1	<b>Sap {MM}</b>	Good knowledge of Sap {MM}
2	<b>Computer Technical Problems</b>	Good knowledge of computer technical problems and working to solve them
3	<b>Presentation, Spreadsheet, Word Processing, and Outlook</b>	Proficiency in using Microsoft PowerPoint, Microsoft Excel, Microsoft Word, and Outlook

### Life Skills

1	Completing the required tasks accurately and quickly
2	Love to work and adapting to the work team
3	Working hard and with sincerity
4	Maintaining the followed system at work

Thanks for handling my CV