

Aser Salah Ali

Cairo – Helwan – 34 Zo El Faqqar St.

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Educational background:

Bachelor in Law, Assiut University

Assiut, Egypt, 2013

Major: Law

Grade: good (68%)

Extra courses:

*** Accounting Principles 2013, Cairo university_**

Course included:

- 1- E-Accounting, (Excel, Peachtree Accounting)
- 2- Financial Accounting

*** Skill development 2012, Emsa Assiut university**

Course included:

- 1- Leadership skill
- 2- Communication skill
- 3- Stress management
- 4- Time management
- 5- How to deliver healthy massage

*** ICDL v4 English, Assiut university**

Course included:

- 1- Word
- 2- Excel
- 3- Access
- 4- PowerPoint
- 5- Internet
- 6- Windows
- 7- It

*** Human Resource Management diploma & R.12.x Oracle E-Business (Hrms),
Next academy (2017)**

Course included:

1. Introduction to Human Resources Management
 2. Organization Structures, Job Analysis, and Job Description
 3. Recruitment and Selection
 4. Performance Management
 5. Training and Development
 - 6 .Compensation and Benefits
 7. Payroll
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R12i ORACLE ERP HRMS

1. R12i ORACLE e-business suite (Essentials)
 2. R12i ORACLE e-business suite (HR Work Structure)
 3. R12i ORACLE e-business suite (HR People)
 4. R12i ORACLE e-business suite (Payroll)
 5. R12i ORACLE e-business suite (Self Service)
 6. R12i ORACLE e-business suite (I-Recruitment)
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Work Experience:

- * Assistant of HR manager, SIFE Assiut, 2011 (Volunteer)
 - * IT member, ENACTUS Assiut University, 2013 (Volunteer)
 - * Accountant, at MR. Mohamed Kamal Mansour office, (Training)
 - * Secretary at MOBIBAN Company. Aug. 2014: Apr. 2015
 - * Back office (Sales Support) at ELSAFE CO. May. 2015: Till now
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Internship Experience:

- * Leadership training, Auc University 2013
 - * Hr. training, Sife Assiut, 2011
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Computer skills:

- * Very good user of Internet, Windows, Word, PowerPoint, Excel
- * Good user of Access, Outlook.

Language Skills:

- * Good command of English both written and spoken.
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Personal Information:

Date of Birth : 25th Sep 1991

Marital Status : Single

Nationality : Egyptian

Military Status : Exempted

References Furnished upon request