

NOURHAN MOHAMED REDA ABDO

CURRICULUM VITAE

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PERSONAL INFORMATION

- | | |
|-------------------------|-----------------|
| ▪ Date of Birth | 10 January 1982 |
| ▪ Gender | Female |
| ▪ Marital Status | Single |
| ▪ Nationality | Egyptian |
| ▪ Religion | Muslim |

OBJECTIVE

Seeking a fine position in a well established institution, where I can make use of my previous experience and develop my skills to achieve my ambitious with a dynamic teamwork. On a personal level, I enjoy challenges and also enjoy working as part of a team. I am also keen to progress towards a professional qualification.

QUALIFICATION

- Bachelor Of Commerce
Faculty Of Commerce
Ain Shams University
Computer & Information Section 2009

SPOKEN LANGUAGES

- Arabic: Mother tongue language.
- English: Good (Reading, Writing, and Speaking).

COMPUTER KNOWLEDGE

- Microsoft Office (Word, Excel, Power Point, Front Page).
- ADOBE PHOTOSHOP
- Internet Searching & Network Solution.

BACK EXPERIENCE

- **THE FASHION INCUBATOR ME**
Subsidiary of **DENIM BLUE**
CAIRO, EGYPT
July 2020: August 2021
Inventory Official
Purchase Official
Outsourcing
- **SHARABASSY Built - Environment Studio**
Subsidiary of **HAYAH DEVELOPMENT**
CAIRO, EGYPT
August 2012 : October 2019
Manager Assistant
Human Resources Department
- **DENIM BLUE**
Subsidiary of **HAYAH DEVELOPMENT**
CAIRO, EGYPT
June 2011: July 2012
Import & Export Manager & Manager Assistant
Exhibitions Responsible
Human Resources Department
- **HAYAH DEVELOPMENT**
CAIRO, EGYPT
February 2010: May 2011
HR Manager & Manager Assistant
Human Resources Department
- **EGYPTIAN SAUDI COMPANY FOR RESTAURANTS (SAFEER)**
CAIRO, EGYPT
January 2009 : August 2009
An Accountant
Accounting Department
- **EGYPTIAN GROUP FOR IMPORT & EXPORT**
CAIRO, EGYPT
July 2004: November 2008
An Accountant
Accounting Department

INTERESTS:

Playing Bowling, Horseback riding, Traveling, Reading and Music.

Thanks with kind regards

Nourhan Mohamed Reda