

Heba Walid Hamza Shaheen



Contact

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Personal Skills

- Communication skills.
- Enthusiasm for lifelong learning.
- Advanced research skills.
- Quick learner and hard worker.
- Time Management.

Objective

To build a long-term profession as a teaching assistant that will offer endless opportunities for career growth, to utilize my interest and passion for Business Administration field combined with skills and experience that will enable me to help Horus University's Business students to enjoy learning business.

Education

Horus University, Faculty of Business Administration. [2018 till 2022]
Bachelor's degree in Management, **English** Section.
Grade: **Excellent** with honor [90.93%].[GPA:3.84].

Training

- ❖ Trained at **CIB** | Commercial International Bank. Online summer training. [July 2021].
 - Acquired information about financial inclusion.
 - Learned about banking products and financial services.
- ❖ Trained at **Banque Misr**. Online summer training. [June 2021].
 - Gained knowledge about basics of banking.
 - Gathered knowledge about effective communication with clients.

Courses

- ❖ English for Entrepreneurship and Business from The U.S Department of State, Online course. [2022].
- ❖ English for Career Development from The U.S Department of State, Online course. [2022].
- ❖ Digital Marketing from Udacity platforms, Online course. [2020].
- ❖ IC3 Digital Literacy from I Learn Academy. [2018].
- ❖ English Course from I Learn Academy. [2018].

Skills

- ❖ **Language:**
 - **Arabic:** Native.
 - **English:** Four skills [Reading- Speaking- Writing- Listening].
- ❖ **Computer:**
 - **Very good** user of Microsoft Office Programs [Word – Excel- PowerPoint].