

## Curriculum Vitae

It's an honor for me to introduce this C.V. with my personal information to apply to work in your group as an employee contributing in the development of this corporation.

### Personal Information

- Name :Nehal Mahmoud Mahmoud Haridy
- Nationality : Egyptian
- Date of Birth : 07-03-1989
- Place of Birth : Mansoura, Egypt
- Sex : Female
- Marital Status : Married
- Religion : Muslim



### Contact Details

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### Objective

- Work in a challenging environment in a business company or organization in the Computer & network field, maintenance, sales, fundraising , training or teaching where I can utilize my capabilities to advance my career.

### Qualifications

- A candidate for PhD in Business Administration- Mansoura University (2019-In progress)
- Master in Business Administration - Mansourah University (2019)
- Bachelor degree-Faculty of Commerce (English department)- batch 2010 - Mansoura University  
Grade: Good

### Languages

#### Spoken languages

- : English (very good)
- : Arabic (Mother Tongue).

## Training courses:

- Diploma in general conversation - From Expert & professional excellence for training and consultation (2008)
- summer English course from Palomar College in California (2007)
- English course for business – from AUC (The American University in Cairo) (2017)
- TOFEL grade: 490 (2017)

## **Computer Skills**

- ICDL Computer from Mansoura University in 2017.
- Internet.
- Microsoft Excel.
- Microsoft Power Point.
- Microsoft Access.

## **Specialized courses**

- Certified training program for students at National Societe General Bank

## **Skills**

- **Hands-on:** experienced in fixing problems and handle customers in phone and make deals with them.
- **Customers Service:** can develop rapport with the customer base, greet by name, have knowledge of account ownership, be responsive and timely with correspondence and problem resolution, and display a caring attitude.
- **Sales & Marketing:** can work for an organization to promote customer care, help customers to resolve their queries and answer to the queries of the customers in an ethical and informative way.

## **Work Experience**

- Duration : form July 2008 till Aug 2008 in National Societe General Bank (trainee)
- Location : Mansoura
- Duration : from Aug till Oct 2009 in Citi bank (volunteer).