

## **Nourhan Rezk Tawfik**

Address :Egypt ,Damiata

Phone Number :01009230972

Date of birth :23/5/1999

Gender: female

Email: 2191164@horus.edu.eg

LinkedIn:<https://www.linkedin.com/in/nourhan-rezk-05611a214>

### **Career objective**

Seeking a challenging position in a reputed organization where I can learn new skills ,expand my knowledge ,and leverage my learnings

To get an opportunity where I can make the best of my potential and contribute to the organization growth

### **Education**

Bachelor of business administration ,Horus university (2023)

Major : management

GPA:3.79

Grade :excellent with honors

Rank :the first

Graduation project grade :A

The title of project :the relationship between job crafting and innovative behavior

### **Experience and internships**

- Online trainee at Banque Misr (2022)
- Online trainee at Misr El Kheir foundation
- Online trainee at pharma Oseas
- Attend entrepreneurship training with Innov Egypt , A program for training on innovation and entrepreneurship for youth (TIEC, Aspire corporation )

### **Courses**

- General English course at MODLI ,(2019)
- Online course in project management professional (PMP) and passed the exam
- Online course in basics of scientific research
- Online course in HR by the HR solutions Egypt
- Online course from idea to startup :introduction to Entrepreneurship
- Online course Time tracking secrets Techniques and Tools for leaders

## **Technical skills**

### **Personal skills :**

- Communication
- Time management
- Attention to details
- Teamwork
- Accuracy of observation
- Quick learners

### **Computer skills :**

Microsoft office (word ,Excel ,PowerPoint )

Computer application ( SPSS, QM,ODOO)

### **Language skills:**

- Arabic :mother tongue
- English :very good