

Holds a B. Sc. in Electrical Power & Machines Engineering and has over 2 years experience working in technical office field.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 08/10/1993
Gender : Female
Marital Status : Single
Residence : Cairo

EDUCATION

: B. Sc. in Electrical Power & Machines Engineering, Sinai University, 2017

LANGUAGES

Arabic : Native Language
English : Good

COMPUTER SKILLS

: Windows, MS Office (Word, Excel, Power Point), Internet
: Primavera
: AutoCAD
: ETAP
: Dialux
: CRM (Odoo System)
: AX system

TRAINING COURSES AND CERTIFICATIONS

: Certificate Course - KNX (Building Automation) at Egyptian Syndicate of Engineers Program Schneider Electric Lab (Sep. 2020).
: Certificate Course – Primavera Basic Applications (Jan./Feb. 2018).
: Certificate Course – Industrial PLC Basic Applications (Oct./Nov. 2017).
: Certificate Course –Classic Control Basic Applications (Jul./Aug. 2017).
: Certificate Course – Light Current Systems (Aug./Sep. 2016).
: Certificate Course – Power Systems Distribution (Jun./Jul. 2015).
: Training in the installation, operation, and maintenance of Damietta's electrical distribution systems (Sep./Oct. 2014).

: Training in Damietta Port Wireless Communication Systems (Aug. 2013).

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Oct. 2019 till now
Employer : Al-Tawakol (NTT)
Job title : Technical Office Engineer in the wiring devices department

Dates : From Jul. 2018 till Sep. 2019
Employer : Middle East Engineering & Trading Co.
Job title : Technical Office Engineer and Pre-sales

Field of experience :

- Handle (technical and commercial) for quotations and Submittals to project.
- Review and registered purchase orders.
- Establish the company's stock plan.
- Face-to-face & cold calling.