100670-ELE-5E-E-2019

Technical Office Engineer

Holds a B. Sc. in Electrical Power & Machines Engineering and has more than 1 year experience working in technical office field.

PERSONAL DATA

Nationality : Egyptian Gender : Female

Residence : Nasr City, Cairo

EDUCATION

B. Sc. in Electrical Power & Machines Engineering, Ain Shams University,

2019

LANGUAGES

Arabic : Native Language

English : Very Good Italian : Basics

COMPUTER SKILLS

: Windows, MS Office, Internet

: AutoCAD: Dialux Red: Dialux Evo: Ecodial: Revit: Relux

Matlab

: Photoshop & Illustrator

TRAINING COURSES AND CERTIFICATIONS

: Eduvate Academy, MEP Revit (2020).

: Eduvate Academy, Electrical Distribution Course (2020).

: Training at 3 Brothers (2020).

: Training at Egylux (2020).

: Training at Delta Lighting (2020).

: Training at Egemac (2020).

- Quality Assurance Internship, Plast Mac Factory (2019).
- : Training at the Arab Contractors (2018).
- : Training at South Cairo Electricity Distribution Company (2018).
- Online courses:
 - Electrical Distribution Course, Udemy (2019).
 - Microsoft Excel Course (2019).
 - Photoshop and vector art course (2018).

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Dec. 2019 till now
Employer : Egypt Scientific Company
Job title : Technical Office Engineer

Job Description: • Monitoring software for Ambient Air Quality System.

Collecting data and making reports.

Drawing engineering drawings for continuous emission monitoring

systems.

Managing installation and maintenance process.

• Coordinate the communication with consultant and owners.

· Making trainings and presentations.