106992-ELE-9E-E-2018

Technical Office Engineer

Holds a B. Sc. in Electrical Engineering and has about 2 years experience working in technical office.

PERSONAL DATA

Nationality : Egyptian Gender : Female

Residence : Nasr City, Cairo

EDUCATION

B. Sc. in Electrical Engineering, Mansoura University, 2018

LANGUAGES

Arabic : Native Language

English : Good

COMPUTER SKILLS

: Windows, MS Office, Internet

: AutoCAD Electrical

Primavera P6

Matlab

: Adobe Photoshop

: Dialux

TRAINING COURSES AND CERTIFICATIONS

: Teamwork skills, Edraak (Jan. 2019).

: Introduction to Human Resource Management, Udemy (Oct. 2018).

: Electrical Distribution Course.

: Training at Drinking Water and Sanitation Company in Dakahlia (Oct. 2018).

: Training at North Delta Electricity Distribution Co. (Jul./Aug. 2017):

- Low Voltage Distribution.
- Types of Cables.
- Transformers.
- Protection Course.
- Renewable Energy Systems.

: Training at Talkha Electricity Station in Mansoura (Jul./Aug. 2016):

- High Voltage Distribution.
- OHTL.
- Types of Stations generation.

- Circuit Breaker.
- : Certificated from the Open University for "MANAGEMENT AND LEADERSHIP: PLANNING YOUR PERSONAL DEVELOPMENT" course (Oct. 2018).
- : Presentation Skills, Udemy (Oct. 2018).
- : Certificated from the INJAZ Egypt Entrepreneurship Scholarship (2017).
- : "Volunteering work" online course, conducted by Rwaq (Feb. 2017).
- : Certificated from the InnovEgypt Entrepreneurship Scholarship (Jul. 2017).
- : Marketing, Edraak (May 2017).
- : Social Media Marketing, Edraak (May 2017).
- : "Social Media Marketing" course, conducted by Hp-life e-learning staff (2014).

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Feb. 2021 till now

Employer : MGEC for Electrical Engineering, Cairo

Job title : Technical Office Engineer

Dates : From Dec. 2019 till Jan. 2021

Employer: Lavenir for Electrical Contracting, Cairo

Job title : Technical Office Engineer

Dates : From Aug. 2019 till Dec. 2019
Employer : Integrated Rally Contracting (IRC)

Job title : Technical Office Engineer

Dates : From Feb. 2019 till Aug. 2019

Employer : Self-employed **Job title** : Electrical Engineer

Dates : From Nov. 2018 till Feb. 2019

Employer: Partners Trade Organization, Mansoura

Job title : HR Generalist