

Holds B. Sc. and Master in Electrical Power & Computer Control Engineering and has about 10 years of experience in technical office, business development, marketing and sales.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 01/11/1993
Gender : Female
Residence : Nasr City, Cairo

EDUCATION

- : B. Sc. in Electrical Power & Computer Control Engineering, Arab Academy for Science and Technology and Maritime Transport, 2016
- : Master of Electrical Engineering, Arab Academy for Science and Technology and Maritime Transport, 2019
- : Master of Business Administration Candidate in Arab Academy for Science and Technology
- : Secondary Education: Nermine Ismaiel Language Schools, Cairo, 2011

LANGUAGES

Arabic : Native Language
English : Fluent

COMPUTER SKILLS

- : Windows, MS Office (Word, Excel, Power Point), Internet
- : MS Project
- : C, Arduino, Matlab, Eagle, LabView, AutoCAD, Etap

TRAINING COURSES AND CERTIFICATIONS

- : Training at ENPPI at the electrical engineering division (Aug. 2015).
- : Training at THE ARAB CONTRACTORS at the mechanical & electrical project division (Jun. 2015).
- : LabView programming language course.
- : Occupational Safety and Health at NIOSH (National Institute of Occupational Safety & Health) (Jun. 2019).
- : Electrical Distribution (Schneider Electric).
- : Classic Control.

: English: TOEFL (2020).

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From 2016 till now (full time)
Employer : Egyptian Chinese University (Energy and Renewable Energy Department)
Job title : Teaching Assistant
Job Description :

- Supervised on energy and renewable energy department training at Egyptian Aviation Academy (Power generation and Maintenance sector).
- Administrative works: Quality Assurance, Admin of education learning site.
- Admission works:
 - Manage the admissions processing of a portfolio of programs in close liaison with academic departments, applying agreed criteria to make admissions decisions consistently and fairly.
 - Process incoming applications for all degree programs, checking qualifications, the validity of decisions and authenticity of results.
 - Enter decisions and generate offers using the University Student Record system and other databases with the aim of 100% accuracy.
 - Monitor the responses of applicants to decisions and provide data to Faculty and Departments on applicant status and workflow.
 - Liaise regularly with both academic and administrative staff.

Dates : From 2019 till now (part time)
Employer : Arab Academy for Science and Technology and Maritime Transport (power and computer control department)
Job title : Teaching Assistant

Employer : MADKOUR
Job title : Senior Business Development & Marketing Engineer

Dates : From Jul. 2025 till Jan. 2026
Employer : ArabTech International Company ABB Panel Builder
Job title : Marketing & Business Development Team Leader

Dates : From Mar. 2021 till Sep. 2023
Employer : Otak Egypt for International Trading and Contracting
Job titles :

- Marketing Support Specialist
- Earthing & Lightning Technical Office Engineer

Job Description :

- Preparing accreditation documents for the consultants.
- Marketing for the company as a supplier to the contracting companies (Outdoor Work).
- Enhancing the company's growth by introducing new product lines and implementing a strategic marketing plan to promote them effectively.
- Support the creation and execution of marketing campaigns tailored to technical products or services.
- Prepare brochures, datasheets, case studies, and presentations with

technical accuracy.

- Gather and analyze market data relevant to engineering industries, competitors, and customer needs.
- CRM & Database Management.
- Coordinate participation in engineering exhibitions, seminars, and technical conferences.
- Internal Communication.
- Help prepare marketing sections in technical proposals and bids.
- Digital and visual Marketing Support.

Dates : From Feb. 2020 till Nov. 2020
Employer : MEMICO (systems partner panel builder Schneider Electric)
Job title : Marketing & Sales Engineer

Dates : From 2019 till 2020
Employer : Electro George International Co. for Electrical & Electronics Industries (General Electric & Siemens system partner panel builder)
Job title : Technical & Quotation Engineer
Job Description :

- Make accurate study for technical specifications and ensure its compatibility with customer needs to submit suitable technical quotation.
- Prepare the technical quotation according to specifications and develop any alternative technical solutions to satisfy customer needs.
- Provide technical support to sales engineers regarding the submitted quotations and follow up their communication with customers.
- Responsible for making any requested technical or financial amendments on the submitted quotations.
- Continuously update the form of technical quotation to be more competitive in the market.
- Continuously search for and evaluate the specifications of new products.

Skills:

- Developing tender and contract requirements.
- Marketing.