

Holds a B. Sc. in Mechanical Engineering and has more than 1 year hands-on experience working in technical office, sales and marketing.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 07/09/1993
Gender : Female
Marital Status : Single
Residence : Ain Shams, Cairo

EDUCATION

: B. Sc. in Mechanical Engineering, Helwan University

LANGUAGES

Arabic : Native Language
English : Excellent
French : Basics
Italian : Fair

COMPUTER SKILLS

: Windows, MS Office, Internet
: AutoCAD
: Revit MEP
: Movavi Studio Suite
: Photoshop

TRAINING COURSES AND CERTIFICATIONS

: "An Intro to Learning French through Stories & Conversation" from Udemy (2015).
: Online self study in fire fighting and HVAC systems.
: Online self study in solar energy system installation.
: Online learning AutoCAD and quite Mep Revit.
: Online learn working on video edits by Movavi suite.
: Training in Water Purification Company in 2015.
: Training in Arab Constructors in 2014.
: Training in North Cairo Electricity Distribution Company.

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From Feb. 2018 till now
Employer : Photon Scientific
Job title : Technical Office Engineer
Job Description :

- Study Tenders and prepare all the technical and financial offers (Development sector).
- Supervise on all purchasing orders whether it was local or exported.
- Preparing all the technical sheets and price offers for our customers (Physical experiments).
- Creating physical catalog which contains a brief on every experiments (objective, theory and equipments used in it) divided into categories.

Dates : From Jan. 2017 till Dec. 2017
Employer : Control Group Co.
Job Description :

- As Sales Engineer:
 - Arab World Sector.
 - Asian and African Sector.
 - Upper Egypt and Red Sea Sector for a while.
 - Leading sales team of upper Egypt sector.
- As Marketing Executive:
 - English and Arabic company profile for Control Group company in Egypt and also for Power Control company in KSA.
 - English and Arabic profile video for both companies in Egypt and KSA.
 - Presentation about Power-Saving for both companies in Egypt and KSA.
 - Design adds for Training Center's courses.
 - Preparing for all seminars.
 - Follow our website and social media pages of the two co.