

Holds a B. Sc. in Mechanical Power Engineering and has about 6 years hands-on experience working in technical office field.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 01/10/1989
Gender : Female
Marital Status : Married
Residence : Cairo

EDUCATION

: B. Sc. in Mechanical Power Engineering, Banha University, 2011
: Shoubra Secondary School, Cairo, 2007

LANGUAGES

Arabic : Native Language
English : Good

COMPUTER SKILLS

: Windows, MS Office (Word, Excel, Access, Power Point), Internet
: AutoCAD 2D Professional

TRAINING COURSES AND CERTIFICATIONS

: AutoCAD 2D Essentials Course by Muttaheda Training Center (Oct./Nov. 2011).
: ICDL sponsored by Armed Forces Institute for Information Technology, Cairo (Oct./Nov. 2011).
: English course sponsored by Armed Forces Institute for Language, Cairo.
: Revit MEP 2013 course.
: HVAC course.

CHRONOLOGICAL EXPERIENCE RECORD

Dates : From May 2012 till now
Employer : Pharmarad for Engineering and Medical Supplies Co., Mokattam, Cairo

- Projects** : LARGE PROJECTS (PHARMA COMPANIES) such as:
- ACDIMA INTERNATIONAL TRADING CO.
 - EL NILE COMPANY FOR CHEMICAL WORKS
 - NESTLE FOR ICE CREAM
 - ANIMAL HEALTH PROJECT
 - SEED COMPANY FOR MEDICAL WORK
 - EL NASR COMPANY FOR CHEMICAL WORK
 - DELTA PHARMA PROJECT
 - PHARMA DAR PROJECT
 - VITO PHARM PROJECT
- Job title** : Technical Office Engineer
- Job Description** :
- WORK ON PROJECT PRICING FOR TENDERS.
 - MAKE THE TECHNICAL OFFER FOR HVAC SYSTEM.
 - HVAC SURVEY WORK.
 - WORK ON HAP PROGRAM TO MAKE ROOM DATA SHEET FOR PROJECT.
 - WORK ON HVAC SHOP DWG.
 - WORK ON FIRE FIGHTING SHOP DWG.
 - FOLLOW UP ON THE SITE.
 - WORK ON EXCEL PERFECT.