

Nourhan Ashour

Sales , receptionist , cashier. Driver

Address: Sharjah• UAE

Cell +971557217231



Career Objective:

Seeking a challenging career in the field of related to my experience willing to accept responsibility , easily adaptable nature to new environment , willing to listen and learn excellent communication and interpersonal skills.

Personal Data:

Date of Birth : 17/01/1993 (28)
Nationality : Egyptian
Religion : Muslim
Marital Status : Married
Visa Status : resident Visa
I hold a UAE driving license 2016

Educational Qualifications:

Bachelor of Accounting from Cairo university

Language Skills:

Arabic: Mother Tongue.
English: Good.

Professional Experience:

Kkt medical spine center

2016-2018 job Title “ call center ,receptionist cashier”

Key Responsibilities:

- Calling patient and organize appointment customers
- Cashier of service in medical
- Talking and inform patient about some helps

Tasheel – dubai

2018– Up to now job Title "receptions " –dubai -UAE

Key Responsibilities:

- Answer calling customers
 - Accounting
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Computer Skills:

- Microsoft Office (MS Word, Excel, PowerPoint, Outlook)
- Win 7, 8 and 10
- Fast typing, Internet

personal Skills:

- Completing any assignments in a reasonable time and manner.
 - Can work collaboratively and communicate effectively with team members at all levels.
 - Excellent knowledge of the English Language.
 - Ability to remain in a static position for long periods and work 12 hour shifts.
 - Able to communicate effectively with people at all levels and from all social backgrounds
 - Ability to work long hours in a stressful environment
 - An interest in food and catering
 - High standards of personal hygiene
 - Good communication skills
 - Ability to work well in a team
 - Ability to work quickly but efficiently
 - Stamina and enthusiasm
 - Ability to work efficiently and keep calm, under pressure.
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Residence Permit becomes invalid if bearer resides out of the U.A.E. for more than six months



سلطة الترخيص
SHTR23008
Licensing Authority

United Arab Emirates

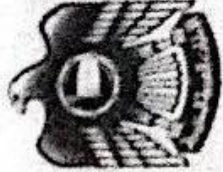
Driving License

دولة الإمارات العربية المتحدة

رخصة قيادة



License No.	652312	رقم الرخصة
<p>الاسم نورهان عاشور عبدالنواب حسين</p>		
Name	NURHAN ASHOOR AB DULTAWAB HUSSIEN	
Nationality	EGYPT	الجنسية
Date of Birth	17-01-1993	تاريخ الميلاد
Issue Date	17-08-2017	تاريخ الاسدار
Expiry Date	19-02-2025	تاريخ الانتهاء
Place of Issue	SHARJAH	
		جوة الاسدار الشارقة



الدرجة	Letter Grade	الدرجة المحصل عليها Obtained Mark out of 100	Subject	المادة
B		87	Islamic Education	التربية الإسلامية
B		80.5	Arabic Language	اللغة العربية
C		72.0	English Language	اللغة الإنجليزية
B		89.7	History	التاريخ
A		91.1	Geography	الجغرافيا
B		86.9	Psychology	علم نفس
A		92.7	Economy	الاقتصاد
B		82.9	Mathematics	الرياضيات
B		80.7	Physics	الفيزياء
C		79.4	Biology	الأحياء
		842.9	TOTAL	المجموع
B		84.3	PERCENTAGE	النسبة المئوية

*Pass mark = 60 % of max. mark

Zone Director
Name: Saad Matarah alshadi

Signature:

مفتي
الاسرة
التربية والتعليم
شارقة
2011/06/28
United Arab Emirates
Ministry of Education - Sharjah

منطقة الشارقة التعليمية
مدرسة الصيرة للتعليم الثانوي للبنات

بيان درجات طالبة ناجحة
في الصف الثاني عشر - القسم الأدبي
للعام الدراسي 2010 - 2011

Statement of Student
After Passing in Grade12 - Literary Stream
Academic Year 2010 - 2011

Student No.

19915018

رقم الطالبة:

اسم الطالبة: نورهان عاشور عبدالقواب حسين

Student Name : NOURHAN ASHOUR ABDELTAWAAB HUSSEIN

المدينة: دبي
Country: Emirate
Date: 27/1/1993
التاريخ: 1993/1/27

This certificate was issued in 2011/06/28

صدرت هذه الشهادة بتاريخ

Any Alteration to this Certificate renders its validation

أي مخطط أو تعديل في محتوى هذه الشهادة يبطلها

A (-60) B (-80) C (-70) D (-60) F (60)

صورة طبق الأصل

Aug 16, 2018

Certification

To whom it may concern

This is to certify that **Mrs. Nourhan Ashour Abdeltawab**, Egyptian and holds EID number: 784-1993-3625948-8: has been employed in our center, KKT International Medical Center/ Sharjah branch, for the period from Feb 10, 2016 to May 10, 2018. She worked as: Cashier, Receptionist and call center agent.

During her working tenure she has been professionally dynamic and efficient person. She maintained excellent interpersonal relationship with patients and working staff.

This certificate is issued upon her request for whatever purposes it may serve.

Human Resource management

KKT Int. Medical Center/ Sharjah

United Arab Emirates



مركز ككي تي العالم الطبي ا.ع.م.
K.K.T International Medical Center
Sharjah U.A.E
Tel: 06-5658880