

CV



Amira Salem Ibrahim

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PERSONAL INFORMATION:

Date of Birth : September / 7 / 1988

Nationality : Egyptian

Marital status : Married

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EDUCATION :

Bachelor of commerce : May / 2009

University : Alexandria University.

SKILLS:

ICDL course and good dealing with computer and internet.

LANGUAGES:

Arabic : mother tongue.

English : Advanced grade from Egyptian American Center.

Attending in Preparation course for the INTERNATIONAL TOEFL TEST.

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WORK EXPERIENCE:

-worked as call center agent at Noon in UAE

from 01/08/2021 till 30/09/2021.

- Worked as Shipping operation Executive (Pricing & Handling whole sea freight shipment) at MAR shipping company (Freight Forwarder) from December / 2014 till end of April/2021 .

- Worked as specialist at Follow up Department with vice president of Pharous University (PUA) from 5/2011 till 4/2014 .

- worked as Sales agent in retail department (credit card) in "Barclays Bank " for 1 year from 09/2009 till 09/2010.

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PERSONAL SKILLS :

- 1- Friendly , reliable , faithful and hard worker .
- 2- Good communication skills .
- 3- Good at meeting deadline.
- 4- Ability to work individually and as a co-operative team member .
- 5- organize files and meetings .
- 6- Able to work under high pressure.
- 7- Respond in positive manner to sensitive situations.
- 8-Be able to work independently or in a team
- 9- Ability to get along with co-workers and accept supervision
customer service
- 10- Fast learner and reliable

INTERESTS:

- 1- Using my imagination and creativity in dealing with objects.
- 2- Helping people .
- 3- Internet ,reading.

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