

Contact HR Consultant for CV No: 342113

E-mail: [response@gulfjobseekers.com](mailto:response@gulfjobseekers.com)

Website: <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php>

**Education:**

|  |  |  |
| --- | --- | --- |
| **School/Collage/University/Other Degree obtained Dates** | | |
| **Faculty of Law Tanta University** | **Bachelor Of Laws** | **2005** |

**Training:**

|  |  |
| --- | --- |
| **Training attended / Technical skills acquired** | **Place** |
| **Passing the Italian language course** | **I.L.C** **Academy , Tanta , Egypt.** |
| **Certificate of Attendance And Participated From O.I.E & F.A.O in the “STDF13” Workshop 28-30 June 2008** | **Amman, jordam** |
| **ISO 9001:2008** | **RAK, Talal Abu Ghazalah CO..** |
| **Training on xChekplus Software for IDEXX Kits** | **IDEXX Laboratories- Dubai** |
| **ADMINISTRATIVE ADVISOR ADVANCED DIPLOMA “Public Relation And Media”** | **DOVER University** |
| **ADMINISTRATIVE ADVISOR ADVANCED DIPLOMA “QUALITY IN CUSTOMER SERVICE”** | **DOVER University** |
| **ADMINISTRATIVE ADVISOR ADVANCED DIPLOMA “EFFECTIVE LEADERSHIP AND TEAM BUILDING”** | **DOVER University** |
| **ADMINISTRATIVE ADVISOR ADVANCED DIPLOMA “HUMAN RESOURCE MANAGEMENT”** | **DOVER University** |
| **CUSTOMER SERVICE** | **ENMA FOR TRAINING** |
| **CREATIVITY AND INNOVATION** | **KNOWLEDGE TRAINING** |

**Employment History:**

|  |  |  |
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| **Dates** | **Position** | **Employer** |
| **2006 - 2007** | **Sana Computer company Tanta – Egypt** | **Executive Secretary& PRM** |
| **2008 - 2015** | **Saudi-Emirates International Veterinary Quarantine Management Company. RAK** | **Executive Secretary** |
| **2015–Jan 2017** | **PUBLIC PROSECUTION . RAK** | **Specialist achieve** |

**Languages:**

|  |  |
| --- | --- |
| **Grade** | **Languages** |
| **Mother tingue** | **Arabic** |
| **VERY Good** | **English** |
| **OKAY** | **ITALI** |

**skills:**

|  |  |
| --- | --- |
| **Grade** | **SKILLS** |
| **VERY Good** | **Computer skills** |
| **VERY Good** | **I hold a valid driving license** |
| **VERY Good** | **I can (learning - Adaptation - Creativity) in new areas** |