**CURRICULUM VITEA**

**PERSONAL DATA**

NAME : ABDELRAHMAN

Sex : Male

Date of Birth     : 11/09/1991

Nationality : Egyption

Religion : Muslim

Civil Status : Single

Date of issue : 16/08/2017

Expiry Date : 15/08/2024

ADDRESS : DIERA

Visa Status : Employment visa.

EMAIL : ABDELRAHMAN.375621@2freemail.com

**Qualifications:**

* Bachelor of Arts Department sociology ( 2016).

**Work during the study:**

* Worked as an Executive Director at Al Sharqawi Trading Est.
* Worked as an administrative clerk at Townhouse Industry.

**TRAININ COURSES:**

• The role of social worker in school for one year.(2014)
• As a social supervisor in prison in Egypt for one year.(2015)
• Social Affairs at Hisham Talaat Mustafa 6 months.(2016)

 **Computer Skills**

1. Excellent knowledge of Microsoft office and its applications.
2. Excellent knowledge of the Internet and its applications.

**Interests ::**

1. Reading, traveling , and following updates .

**Personal skills:**

1. Seriousness and sincerity in carrying out the tasks required.
2. Ability to work individually or as a member of the group .
3. Accuracy, integrity and withstand the pressures of work.
4. The ability to terminate the tasks assigned on time .
5. The ability to learn new technology.
6. The ability to use the computer well .
7. Working under pressure, love hard-working.
8. Excellent Communication skills.
9. An ability to learn more.
10. Tendency towards professional development.
11. Tendency towards developing and improving working environment with respect to place input and output.

**Languages:**

1. ***Arabic***: mother tongue.
2. ***English***: Good .

**DECARLATION:**

 I hereby declare that the above particulars furnished by me are true and correct to the best of my knowledge and belief.