**Inas**

**C/o-Mobile : +971505891826**

**Inas.379298@2freemail.com**

**CAREER OBJECTIVE:**

Seeking a position that enables me to utilize my computer, communication and language skills, fulfills my personal ambitions.

**EDUCATION:**

June 2007 Bachelor

Faculty of Agriculture, Agricultural Economy

Department

Alexandria University

October 2015 University Diploma

Faculty of Education

Alexandria University

**WORK EXPERIENCE:**

* (March 2012 –September 2012)
* Financial consultant at ACE Life Insurance.
* (Feb. 2013- September 2013 )
* Financial planner at Egyptian Takaful Life.
* (November 2013 – April 2016)
* Teacher at Sidi Gaber Language School.
* (April 2016 –present )
* Administration clerk at A2Z Lingerie Company for clothing.

**PERSONAL SKILLS:**

* Creative , self-motivated , reliable and dynamic
* Good communication skills
* Good at meeting deadlines
* Ability to work individually and as a co-operative team member

**TRAINING:**

* (September 2011) Training at A2M group co. for tourism.
* (March 2012) Training at ACE Life Insurance.
* (Feb. 2013) Training at Egyptian life Takaful co.

**EXTRA COURSES:**

* **English**
* **(excellent written,spoken,reading)**
* **Retail pro. (Oracle)**
* Italian (fair )
* Selling Skills
* HR
* ICDL

**COMPUTER SKILLS:**

* **Microsoft office (Excellent)**
* **Retail pro. (Oracle**)
* Economic Views
* Internet (Excellent).

**INTERESTS:**

* Reading.
* Surfing the net.
* Acting.
* Listening to music.

**PERSONAL INFORMATION:**

Date of Birth : 2nd of November 1985

Marital status:Married.

Nationality : Egyptian.