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| **Curriculum Vitae** |

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Name: Mounia

[Mounia369985@2freemail.com](mailto:Mounia369985@2freemail.com)

**Education:**

* Bachelor of administration management
* Technical accounting Diploma
* ( All above conducted at Morocco)

**Experience:**

* November 2015 up to present

Customer Service coordination at UAE

* February 2011 to September 2015

Assistant Manager of Administration sector & Responsible for department tax & registration at Morocco

* March 2008 to January 2011

Supervisor for Restaurant / Cafe & Bakery with high command responsibilities at Morocco

* January 2006 to December 2007

Executive Secretary for Real Estate at UAE

* August 2002 to October 2005

Assistant coordinator for logistic at Architecture engineer office at Morocco

**Computer Skill:**

* Windows and Excel
* Analytic general accounts

**Language Skill:**

* Arabic , English , and French

Good Reading & writing.