



20 Ragab Orabi st. West  
Ain Shams - Cairo

## OBJECTIVE

I hope to join a dynamic and self-esteem organization with potential for future growth,  
Desire a challenging position in the field of Administration , that utilities my professional experience and knowledge

# AYMAN NABIL TAWFIK MOHAMMED

## EXPERIENCE

– From 01/12/2012 till now

Administrative Section head for the Scientific Office & P.R (Public Relationship) Manager

( Hochster Pharmaceutical Ind. )

– From 01/06/2009 till 01/01/2012

Sales Analysis

( Hochster Pharmaceutical Ind. )

– From 23/08/2007 till 31/05/2009

Purchase department Supervisor & Act As Executive Secretary for Commercial Director.

(MULTIPHARMA for pharmaceutical and Chemicals )

– From 01/01/2007 till 15/08/2007

General Cashier

(ALAZHAR PARK – AGA KHAN EGYPT )

- From 01/07/2006 till 30/12/2006

Inventory accountant

(ALAZHAR PARK – AGA KHAN EGYPT )

## EDUCATION

- HR Professional Diploma from EgyCham March 2020 .
- Leadership Diploma from Ain Shams University ( August 2019 ) .
- B.Sc. In Accounting (2002) – Faculty Of Commerce - Ain Shams University

## LANGUAGE SKILLS :

Acceptable proficiency in English.

## OTHER SKILLS:

- Work Very Well with Others
- Very good in computer skills
- Very well in the implementation of instructions and regulations of the institute
- Very good in creating a good working environment for subordinates
- Can Combines between People oriented and system oriented .