

Noha Hassan Mohamed



2012



OBJECTIVE

seeking as challenging opportunity as hr specialist or hrcoordinator



EDUCATION

bachelor's of **media** , akhbar elyom academy , **press** department
 , very good gradution degree



Experience

2015 –

Nursery Manager

Souad Kafafi Foundation for Integrated Social Care (S.K.F) affiliated with misr university for science & technology [MUST]

- Make the interview for teachers & cleaners and recruit them
- Solve parent's problems or complaints
- Supervising the educational process
- Preparing all event's details
- Follow up children's school interview
- Follow up the cleansing process for the childrens and the nursery
- Responsible for the stationery's storage

2014 –

Nursery Teacher

Souad Kafafi Foundation for Integrated Social Care (S.K.F)

- Responsible for children's learning , eating and follow their cleaners

2022



Achievements

- employee of the month many times
- hand made crafts & made my gallery several times



Training

- human resources management professional diploma , at EGYCHAM with excellent degree , (35 hours) accredited by AINSHAMS UNIVERSITY, HRCI , SHRM & EGYCHAM .



Skills

EXCEL

●●●●●●
Very Good

ENGLISH LANGUAGE

●●●●●●
Very

Time management & LEARNING FAST

●●●●●●
Good

HIGH COMMUNICATIONS SKILLS

Very

PEOPLE ORIENTED

Good



Personal data

additional data :10 february 1991

●●●●●●
Very

married status : single

●●●●●●
Good

Very

Good

REFERENCES ARE
READY
UPON REQUESTES