

# SALMA AHMED MOHMED ISMAAIL



❖ 22 badea mkhael st. Hadek El koba. Cairo. Egypt.

## Objective

I seek challenging opportunities where I can fully use my skills for the success of the organization.

## Education

**Helwan University**  
2018 - 2019

- social work.
- Psychology.

## projects

### Volunteering

-Youth volunteering requirements in development programs.

## Experienc

### Nike

1/2014 - 2/2017

- assistant manager – manager .
- manage people and coached them.

### Rimo

6/2017 - 1/2019

- Director and coach .
- Responsible for everything related in pink taxi.

### High power

2/2019 -3/2020

- Director of the Office of the General manager
- Responsible for everything related in the company, including employees and resources
- ( make a job adj , CV Filtering and make the first interview ( .

## computer skills

- PowerPoint.
- Email.
- Microsoft Word -excel .
- Web and Social Media .

## skills

- Communication skills.
- Ability to Work Under psychological pressure.
- Time Management.
- Self-motivation.
- Coaching.
- Team-work Management.
- Decision Making.
- problem solving.
- Leadership.

## Interest

- Reading.
- Writing.
- Coaching.

## Language

- Arabic - Mother tongue.
- English - Good

## Achievements & Awards

- Human Resources diploma.
- Time Management course.
- Types of characters and soft skills course.

## Activities

- Head of human resources committee in one of the university's families.
- Coaching of human development, Marketing, sales and soft skills.

## personal details

Date of Birth : 20/3/1995

Marital Status : Single

Nationality : Egyptian