

Hamoda Mohamed Nour Eldeen

Personal details:

Address : Cairo- Shubhra

Objective:

Seeking a chance as Human Resources .



Academic qualifications:

Bachelor of Commerce, Division - Management Information Systems, May 2008 .

Experience

1: Working as the Director of Human Resources at Al-Waad Investment Company affiliated to Enpro from 02/01/2021 until now (6 October).



2: Working as an supervisor administrative coordinator in the Energy Projects Supply Companies (ENPRO) (Al-Khobar .KSA). 24/02/2015 to 31/12/2020.

3: Work as an Generalist in Attia Al-Zahrani Group in (Dammam) from 02/01/2014 to 12/31/2014.

1- All matters relating to personnel.

2- All related to administrative affairs.

4: Work as a trainer for administrative materials and human resources at the Institute of Studies and Higher Business for Training (one of the Al-Suwaiket companies) in (Al-Khobar .KSA) from 02/01/2012 to 01/31/2014.

5: The admin coordinator at Al Hammad Company for Educational Projects in (Al-Khobar. KSA) from 04/10/2010 to 04/11/2011 and I did the following:

6: Work at the Higher Institute for Specific Studies - Giza from 1/9/2008 to 28/2/2009, in the following areas:

1- Web design project trainer for the third and fourth teams at the Institute.

Training courses

1- Human Resources Professional Diploma at (EGYCHAM) (45 hours)2022.

-Accredited by Ain shams Uni And HRCI

2- A workshop on practical problems and solutions in labor law and salaries 2022.

3- Holds a certificate from the International Arbitration Commission (International Arbitration Consultant in 2014.

4- Web design from "Vision Academy which belongs to Microsoft company" in 2008.

Additional skills:

1- Work efficiently on computer systems.

2- The ability to use Microsoft Office.

3- Ability to use AX for HR.

4- Good command of the English language (reading and writing).

Professional skills:

1-The ability to lead a team, and create an appropriate work environment

2- The ability to withstand work pressure and find appropriate solutions to urgent problems.

3- The ability to work within the work team, and develop the spirit of one team

4- Possess good communication skills with others.

Additional Informations :

Date of Birth: 8th October 1985. Status: Married. car license Valid:02-2031.

Reference Ready upon request.