

# FATMA MOHAMED FAROUK



## academic education :

1. Master in progress Business Management, The Arab Academy for Management and Banking and financial Sciences.
2. Diploma – HR professional- from Egy cham
3. Diploma – HR specialization Commerce college, Cairo University
4. Bachelor of commerce –Business Management, institute of cooperative and administrative studies, al muneera 2017

## Computer Skills :

- Microsoft office
- Internet, search engines and email management
- ICDL
- Digital transformation
- Qualified Diploma in Financial
- Accounting

## Languages :

- ▲ Arabic
- ▲ English language

## Communication Skills:

- Working with a team
- Work under pressure and time management
- Good in communication skill
- Ability to confront and solve problems

## previous experience :

- Human resources employee at Yarmouk company for Decoration and architecture for one (year)
- Course (level 5) English Armed forces institute of languages and Translation