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| |  | | --- | | Zeinab Ezz El-Arab Attia  Career Background **(January 2011 – till now)** working as a teacher assistant in the faculty of graduate studies for statistical studies and Research (FSSR).  (**December 2009 – January 2011)** working as web developer in ASU Net. | |  | | **Education Background:** | | **(May 2009)**Faculty of Computer Science and Information System, Helwan University.   * Grade: very good * Department: computer Science   **(June2005)** Modern School, Language section  Secondary Certificate.  Trainings &Courses:   * ICDL – International Computer Driving License. * Self-Leadership. * Basics and Skills of The Effective Communication. * Basics and Skills of Customer Services. * The Basic Skills of Sales Process. * Negotiation Skills. * Falsification and forgery. * A to Z Business Etiquette Passage to Professionalism. * General Accounts (Manual, Computerized). | | Personal Skills  * Self organized * Deal with obstacles * Work under pressure * Keep records * Generate and recommend solutions * Handle complaints * Function with minimal supervision * Pay attention to details * Time management * Flexibility * Patience * Team player * Trainable  Language Skills: Arabic: Mother tongue (written and spoken).  English: Fluent (written and spoken).  **Computer Skills:**   * Windows and its applications-, Microsoft Word, Microsoft PowerPoint, Microsoft Access, Microsoft Excel, Internet. * Macintosh (Mac OS) and its applications-, Numbers, Pagers and keynote * Easy use of Adobe Photoshop, Adobe Illustrator, Adobe InDesign. * Good Knowledge of Visual Basic.  Personal Data **Address:**  Madinaty B7 group 74 building no.1  **Mobile:**  01005070196  **E-mail:** eng.zeinabezz@gmail.com  **Date of Birth :** 4/11/1988 | |  | |