



Heba Atef Abdelhamead Gaber

Business Administration Expert

personal information:

Name: Heba Atef Abdelhamead Gaber

Place of birth: Menofia

Nationality: Egyptian

Age: 23 years

status: single

Date of birthday : 9-12-2001.

Card number :-30112091701887

Address :- Ashmoun - Menofia Governorate

Religion: Muslim

01096298204

0483487199

01029996168



Ashmoun - Menofia Governorate - Egypt



fayrouz.abdelhamed@yahoo.com



<https://www.facebook.com/heba.atef.330467>

Educational attainment:

- First in my class at the Faculty of Commerce, Menoufia University, Business Administration Department, with a very good overall grade 85%.

Languages:-

Arabic : the first language

English: the second language

training courses:-

my aspirations

A position where I can make use of my skills and developing myself to increase my knowledge and to be

An effective person in the organization in Financial Position or Customer Service .

Great desire to work in this organization as this goes with my nature and ambitions.

- ICDL: International Computer Driving License Organized by UNESCO

Including:

- Using Computer and Managing Files.
- Word Processing.
- Databases.
- Spreadsheets.
- Presentations.
- Information and Communication.
- Language Course in English organized.
- I was trained with the Egyptian Banking Institute (ebsam).
- hold an administrative leadership course from the Toronto Academy in Canada
- Business administration courses at the Afro-Asian International University.
- Professional Diploma in Cybersecurity from the Afro-Asian University
- And other.

Heba Atef Abdelhamead Gaber

experienced accountant

SKILLS:

PERSONAL SKILLS:

High Communication Skills.

The ability on working under stress.



LANGUAGE SKILLS:

Mother language : Arabic.

Very Good command of speaking and writing on English.

COMPUTER SKILLS :

Good knowledge of Computerized General Accounting.

Experience and jobs:

- *Worked as an accountant for 3 years at Misr Menoufia Specialized Hospital in Ashmoun Center, Menoufia Governorate.*
- *Director of the Office of the President of the International Academic on line University in Saudi Arabia*

01096298204
0483487199



Ashmoun - Menoufia Governorate - Egypt



fayrouz.abdelhamed@yahoo.com



<https://www.facebook.com/heba.atef.330467>

