***Fady Mohsen Andrawis***

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**Personal Data**

Date of birth: April 5th, 1986.

Place of birth: Cairo, Egypt.

Nationality: Egyptian.

Marital Status: Single.

Military service: Exempted.

**Objectives**

Seeking a job opportunity with more responsibilities in a highly competitive place that enhances my skills, make use of my personality and be useful for people.

**Education**

1. **University:**

* Graduated from: Faculty of Commerce Ain Shams University
* Date of graduation: June 2009
* Section: Arabic Section
* Major: Accounting
* Grade: Fair

1. **School:**

* Graduated from: St. Joseph Maronite School
* Date of graduation: June 2003
* Certificate: Thanawia Amma- Literary Section
* Grade: 84.1%

**Special Skills**

1. **Computer skills:**

* Good knowledge of Windows Me, Windows XP, Windows Vista, Windows 7.
* Good knowledge of Microsoft Office 2003, 2007, 2010 (Word, Excel and Power point).
* Good knowledge of VM Ware Workstation.
* Good knowledge of different Internet applications and Email.

1. **Language skills:**

* Arabic: Mother Tongue.
* English: Fluent on spoken, writing, reading and understanding.

**Communication & other skills**

* Highly energetic & able to work under pressure in a dynamic environment.
* Excellent communication, listening & interpersonal skills.
* Self-confident with professional behavior & attitude.
* Flexibility & ability to work in a team.

**Hobbies, interests & activities**

* Surfing the net.
* Listening to music.
* Playing sport.
* Going to the cinema.

**Professional training courses**

* Attended training courses in A+, N+, MCSE (Vision Academy).
* Microsoft Certified Professional (MCP).

**Job experience**

Worked as a cashier in Radisson Blu Hotel, Heliopolis from May 2010 till November 2010.

Worked in Mobinil as a customer service representative from November 2010 till September 2011 (Enterprise call center from November 2010 till April 2011 and Personal call center from April 2011 till September 2011).