# Emad Said Saad Mosaad



**Umm Al-Qusour , Manfalut , Assiut,Egypt**
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## Personal Information:

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|---|---|
| **Date of Birth** | : 28 / 1 / 1994 |
| **Marital Status** | : Single |
| **Nationality** | : Egyptian |
| **Military state** | : exempted |

## Education:

- **Postgraduate Diploma in Biochemistry - Faculty of Science, Minia University**

**- Bachelor of Science (Chemistry & Physics) Credit hours system,**
**Grade: Good, (GPA: 2.68) , Assiut University (2017) .**

## Experience :

**• Work as a Time Keeper at Red Sea Contracting, Construction and Development Company in The Security Control Building Project in Al-Wazrat district in the new administrative capital in the period (August 2018)**

**• Work as a medical analysis specialist at Al-Galaa Laboratory for chemical analysis in the period ( from February to August 2018) .**

**• Work as a professional safety and health supervisor at Orscom Construction Company The project of the Ministry of Defense in the new administrative capital in the period (10-2017 to mid-1-2018)**

**• Work as a medical analysis specialist at Makkah Laboratory for medical analysis in the period (June 2016 to September 2016).**

**• I have experience in leading and managing groups and workshops through participation in volunteer work.**

**• I have a lot of experience in the art of organization, administrative recruitment and financial, educational and educational work ……..**

**• I have experience in dealing with Industrial Machines and Devices.**

## Development Training Courses:

**- Completed the didactic and practical requirements of the training program :**
**( Practical Applications of Medical Laboratory Investigation ) Egyption Syndicate of Scientific Professions , Assiut Branch(2015)**

**- Trained in Nile Oil and Detergents Company in Beni Koura Branchduring ( July 2016 ) .**

**- Completed Course of ( The Secrets Of Practical Life) by trainer Ahmed Sawy ( July 2017 ).**

**- Marketing fundamentals**

**- English business writing**

## Language Skills:

**Arabic :** Native Language.

**English:** Very Good .

## Computer Skills:

- Excellent computer and internet user.

-Microsoft Office ( Word , Excel &PowerPoint )& Windows.

## Personal Skills:

- **Able to work well with all levels of managements and people.**
- **Able to work on multiple projects with good organizing and planning.**
- **Able to learn new tasks quickly.**
- **Time Management**
- **Communication**
- **Self-motivation**
- **Creativity**
- **Business Strategy**
- **Strategic Planning**
- **Organizational Effectiveness**

## Activity:

- A lot of experience in the art of organization and administrative recruitment Financial, Educational and Educational ...

- Organized some events such as graduation party. Joint in team acting.

- 2012 till now - Volunteer Charity for helping people, Umm Al-Qusour , Manfalut.

- I possess the character of leadership and management and I have a lot of organizational and administrative recruiting impact of financial, educational and educational works …..

- Experience in leading and managing groups and workshops through participation in voluntary activities

***All Documents& Certificates are upon request.***

***Thanks for giving me this precious time of yours***