

CURRICULUM VITAE

First Name : Ahmed
Family Name : Bellal Abd-Hameed
Marital Status : single
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ACADEMIC QUALIFICATIONS

University / Institute	Degrees	Faculty	Major Subjects	From - To
Cairo University	bachelor	Faculty of arts		2006-2010

LANGUAGES

	Speak			Read			Write			Understand		
	Excel	Good	Fair	Excel	Good	Fair	Excel	Good	Fair	Excel	Good	Fair
Arabic	*			*			*			*		
English		*			*			*			*	

Computer skills

- 1- Office
- 2- Oracle HR
- 3- Labor Tracker Time Control System
- 4- Hardware
- 5- Internet - Social media

EMPLOYMENT RECORD

1.

Dates of employment (Month , Year) From :8/2009 To : 7/2012	Name and address of employer Cocacola – Maadi site
Exact title of my position HR - specialist	
Duties 1) Time Control 2) Personnel 3) Salaries – budget – Employment	

Dates of employment (Month , Year) From :7/2016 To : 6/2017	Name and address of employer Egyptian Export Council of Real Estate
Exact title of my position Administrative financial specialist	
Duties 1) send mails to consulate 2) budget 3) make reports	

Dates of employment (Month , Year) From :9/2017 To : 8/2018	Name and address of employer Consulting,Trading&Development of Electronic Systems
Exact title of my position Site Administrator	
Duties 1) 2) 3)	