

Kholoud El Sheikh

Personal Information:

- Full Name : Kholoud Mohamed Ibrahim Abdel Rehim El Sheikh
- Birth Date : 7/8/1996
- Nationality : Egyptian.
- Marital status : Single.
- Address : 44 Abdullah Abu El Saud, Nozha, Cairo, Egypt.

Career Objective:

Aspiring for challenging assignments in human resource management with an organization of repute where my skills and knowledge can be utilized and developed to improve the company's performance.

Education:

- University : Cairo University.
- Faculty : Faculty of Economics and Political Science.
- Major Department : Political Science.
- Minor Department : Public Administration.
- Graduation year : May 2018.
- Grade : Good.

Certificates:

- Labor law & Social insurance Workshop at EgyCham in September 2020.
- Diploma in Human Resources Management at EgyCham in August 2020.
- Advanced Excel for HR Workshop at HCC in August 2019.
- German courses at Egyptian German Cultural Centre (ÄDK) in 2019.
- ICDL certificate from Cairo University in 2016.

Trainings:

- HR training at Egypt Air Holding Company in 2018.
- Training at Ministry of Supply and Internal Trade in 2017.
- Training at Internal Trade Development Authority (ITDA) in 2017.
- Training at Al-Ahram center of political and strategic studies in 2016.
- Training at institute of African studies in 2016.

Languages:

- Arabic : Mother tongue.
- English : Very Good.
- German : Good (Level B1).

Computer skills:

- Microsoft office : Very Good.

Personal skills:

- Hard worker and appreciate team work spirit.
- Ability to work under pressure.
- Excellent communication and negotiation skills.
- Willing to study any courses that useful for the candidate job.