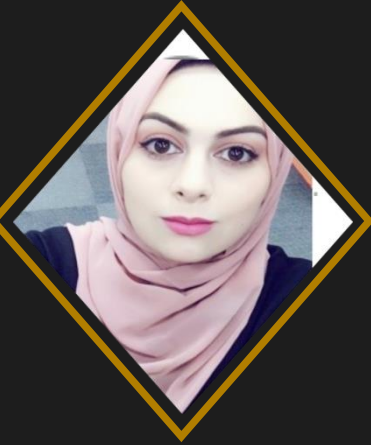




**NERMEEN
HISHAM
MOHAMED
ALDASOOQE**

**BUSINESS AND
OFFICE
MANAGEMENT**

PROFILE

Nationality: Palestinian
Date of Birth : 18th
August, 1994

CONTACT

AlQarara,Khan
younis,Gaza
Strip,Palestine

J+(972)05997133
61
08 20 83 896

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meen188994@g
mail.com

EXPERIENCE

- (29/6/2014 – 7/7/2014) **UNRWA**
Payroll and Insurance Department , UNRWA
- (13/1/2014 – 13/2/2014) **UNRWA**
Registration Department, UNRWA Field
- (11/11/2015 – 10/10/2017) **Jawwal**
Sales OFFICER
Sales Officer in Jawwal Showroom
- (11/10/2017 – 28/2/2019) **Jawwal**
Manage
Manage your corporate account by phone and
solve customer problems in the Customer
Care Unit
- (1/3/2019 – 11/9/2019) **Jawwal**
support team
Work in the support team to implement corporate
account services via email in the customer care unit

EDUCATION

- (2011 – 2012) **High School Certificate**
average of 81.4%
- (2012 – 2014) **Diploma in Business and Office Management**
Khan Younis Training College

SKILLS

Skill group		Skill group	
Typing 40w/m	●●●●●	High communication skills	●●●●●
Using Microsoft Office Programs Skillfully	●●●●●	High leadership skills	●●●●●
Ability to work under pressure	●●●●●	ICDL Skills	●●●●●
Time Management	●●●●●	Work efficiently	●●●●●

LANGAUGE

English
Reading
Writing
Talking

●●●●●
●●●●●
●●●●●

Arabic
Reading
Writing
Talking

●●●●●
●●●●●
●●●●●

COURSES

(17/06/2015 – 18/07/2015)
(17/06/2015 – 18/07/2015)
(12/02/2016 – 13/02/2016)
(11/11/2016 – 12/11/2016)

English Skills Course in PRCS
English Conversation Course in PRCS
Sales skills in Jawwal company
building team work in PAL FORWAED For
Services and Consultancies

INTEREST



Reading Books



Voluntary Work

REFERENCES

Dr. Ghassan Abu Orf,

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Mr. Mohammed Alaga ,

Manager of KYTC
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Mr. Omar Shamaly,

CEO of Jawwal in Gaza Strip
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Omar.Shamaly@jawwal.ps