

Mahmoud Ziyad Abdulaziz

Al-Remal, Gaza strip, Palestine

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Education:

- **Al-Azhar University of Gaza (2019 - 2021)**
 - Master of Business Administration, (GPA: 83.4)
- **Islamic University of Gaza (2012 - 2016)**
 - Bachelor of Economics and Political Science, (GPA: 73.4)

Work experience:

- **Translator “English-Arabic” at Lan-bridge Company, Gaza (2019-2021)**
 - Translated several kinds of documents “legal, sport and formal reports”
 - Prepared the monthly reports
 - Prepared presentations
- **General Manager, Saba’ Supermarket, Gaza (2018 – 2020)**
 - Performed customer care
 - Handled procurement issues
 - Had oversight on bills and invoices
 - Managed the finance and accounting
 - Used product layout techniques
- **Showroom Manager, Elite Electromechanical, Gaza (2016 – 2018)**
 - Provided consultation on the weekly and monthly reports
 - Introduced promotional solutions
 - Performed outstanding customer care service
 - Ensured complete reporting of daily revenues
 - Maintained staff motivation and coherent performance
- **Trainee at The Ministry of Economy, Gaza (Jan-Apr 2016)**
 - Examination of trademarks
 - Involved at questionnaire design to make a survey
 - Archived documents

Training:

- **Moua'ama Project at Social Services and Continues Learning Center at IUG (2013 - 2014)**
 - Trained on project coordination skills
 - Trained on soft and employment skills
 - Trained on Security Market and financial papers

Skills:

- Effective leadership combined with the ability to be a collaborative team player
- Deep analytical thinking that leads to efficient problem solving and rational decision making
- Excellent verbal and writing skills in the English language
- Excellent technical skills in Microsoft Office applications
- A Highly flexible and adept communicator
- Openness for learning and acquiring new knowledge

All Documents Available Upon Request