

Ahmed Taha Mohamed

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CAREER SUMMARY:

I am a Computer Science graduate from the Faculty of Science, Beni Suef University, with experience in the Information Technology (IT) field.

KEY SKILLS:

- IT Support
- IT help desk
- Technical support
- System Administration
- ICT

PROFESSIONAL EXPERIENCE:

Awlad Alroby For printing. (Beni Suef, EG).

Job Title: IT Support Specialist

(Jul2019-Current)

PROFESSIONAL TRAINING : **offline**

- **ICDL Course**
 - **Training Center:** The Scientific Center Beni Suef, **Hours:** 40, **Instructor:** Dr. Doaa, **Date:** Feb2023-Jun2023
 - **Description:**
 - Learned key IT concepts, file management, web browsing, internet security, and email management.
 - Gained proficiency in word processing and spreadsheet software.
- **Entrepreneurship Course**
 - **Training Center:** UCCD, **Institute:** Beni-Suef University, **Hours:** 20, **Instructor:** Dr. Khaled, **Date:** Feb2024
 - **Description:**
 - Acquired foundational knowledge in entrepreneurship, business planning, and market analysis.
 - Learned financial planning and startup development basics.

PROFESSIONAL DEVELOPMENT: **online**

- **Basics of Internet and Email**
 - **Website:** Edraak Platform, **Hours:** 2, **Instructor:** Dr. Hiba Abu Adwan, **Date:** Feb2019
 - **Description:**
 - Learned email proficiency with Outlook and gained comprehensive concepts in internet browsing, communication, and online safety practices.
- **Computer Essentials**
 - **Website:** Edraak Platform, **Hours:** 2, **Instructor:** Hiba Abu Adwan, **Date:** Mar2019
 - **Description:**
 - Learned fundamental computer concepts including input and output tools, storage units, networks, security, and general computer control.

PROFESSIONAL CERTIFICATE:

- **ICDL Base, ICDL Arabia.** (Jun2023)
- **ICDL Social, ICDL Arabia.** (Feb2023)
- **Entrepreneurship, UCCD Beni-Suef University.** (Feb2024)

EDUCATION:

Faculty of **science, Beni Suef University, Beni Suef.**

(Oct2020-Jul2024)

- Bachelor's degree in computer science.

SKILLS:

Language skills:

- **Arabic:** Mother Tongue.
- **English:** Advanced.

Technical skills:

- **Microsoft office:** Excellent
- **Photoshop:** Very Good
- **Search online:** Very Good

PERSONAL INFORMATION

- **Military service:** postponed.
- **Date of Birth:** August 19, 2002 (22 years old)