

## **Neama Mohamed Ebd Elther**

Bani Sweif, Egypt | neamaaa80@gmail.com | +20 101 404 8542

### **Objective**

Fresh graduate in Accounting seeking a challenging role in a reputable organization to launch my career, enhance my skills, and contribute to organizational success.

### **Education**

Beni-Suef University, Bachelor of Commerce – Accounting

GPA: Good | Sep 2018 – Jul 2022

### **Experience**

Intern – Bank Masr | Jul 2021

- Assisted with account opening and customer service tasks.
- Observed banking operations and internal systems.

Intern – CIB Bank | Aug 2021

- Gained exposure to customer handling and sales techniques.

Accounting Office Assistant | 2018 – 2022 (Part-time)

- Supported bookkeeping and invoice processing for clients.

Sales Representative – Banking Sector | 2022 – 2023

- Promoted financial services directly to customers.
- Achieved monthly sales targets and built strong client relationships.

### **Training Courses**

- Human Resources | 2021
- Public Relations (PR) | 2022

### **Skills**

- Excellent communication & presentation skills
- Customer negotiation & relationship building
- Microsoft Office (Word, Excel, PowerPoint)
- Able to work under pressure and meet deadlines
- Team player, flexible, and willing to learn

### **Languages**

- Arabic: Native

- English: Very Good (spoken & written)

## **References**

Available upon request