

ESLAM ELSAKA

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OBJECTIVE

Knowledgeable IT Specialist with background setting up, maintaining & repairing user stations.
Equipped to work independently on diverse support projects & keep impeccable records.
Offers expert troubleshooting & accomplished support professional delivering reliable information & communications technology assistance.
Maintained robust, high-performing systems through ongoing monitoring & improvement implementation.
Resolved issues quickly & accurately through focused troubleshooting.

EDUCATION

- **Diploma of Special Education Specialist Preparation with honors(200 hours)**, Ain Shams University, 2021.
- **Special Diploma Educational Psychology (Grade: Good)**, Suez Canal University, 2009.
- **General Diploma Educational Psychology(Grade: Very Good)**, Suez Canal University , 2008.
- **Bachelor of Arts Arabic Department**, Mansoura University, 2006.

EXPERIENCE

Trainer, University Center For Career Development (UCCD) Port Said University (2024) – Present.

- Resume Writing Workshop.
- Resume Critique one to one Sessions.
- Interview Skills Workshop.
- Interview Mock one to one Sessions.
- Problem Solving Workshop.
- Critical Thinking Workshop.

IT Specialist, University Center For Career Development (UCCD) Port Said University (2024) – Present.

- UCCD Social Media Supervisor.
- System Supervisor.
- Manage All UCCD Designs & Publications.
- Manage All UCCD Forms & Data Base.

Special Education Specialist, Hamzet Wasel Academy (2022 – 2025).

- Apply the CARS Autism Scale.
- Apply the Abu Hasiba Language Scale.
- Apply the Stanford-Binet Intelligence Scale.
- Apply the Conners Motivation and Hyperactivity Scale.

IT Specialist, Faculty of Engineering Port Said University (2012 – 2023).

- Moodle Platform Supervisor.
- Google Scholar & Research Portal Supervisor.
- Academic Email Support for Students, Graduates, & Faculty Staff.
- Egyptian Knowledge Bank & Digital Library Supervisor.
- Faculty Data System Supervisor.
- Faculty Social Media Supervisor.

COURSES & TRAININGS

- **Training** , National Institute for Governance and Sustainable Development & CISCO Networking Academy, 2025.
- **Awareness of Sustainable Development, Governance & Egypt's vision 2030 (Training Program)** National Institute for Governance and Sustainable Development, 2025.
- **Facilitating Career Development Training Part 1 (FCD1)**, The American University in Cairo, 2024.
- **Training Program for a professional diploma to prepare & qualify a special education specialist.** Sada Al.nafes International Academy, 2021.
- **Training Course (Basics of Behavior Modification)**, Ain Shams University, 2021.
- **Training Course (Introduction to Autism)**, Ain Shams University, 2021.
- **International Computer Driving License (ICDL)**, Virgi Tech Training Center, 2010.
- **English Course (Toefl)**, Port Said University, Score : 500, 2010.
- **English Course (Toefl)**, The American University in Cairo, Score : 522, 2009.

SKILLS

- **Language:** Arabic (Native), English (Very Good).
- **Computer:** Microsoft Office (Word, Excel, PowerPoint) (Very Good).