

Mohamed Amr Ahmed Maher

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Experience:

1. **July 2024 - Present:** Career Development Specialist, University Center for Career Development (UCCD), Galala University.
 - Facilitate career workshops for +100 students.
 - Coordinate the operations of 4 programs with a 98% satisfaction rate.
 - Organize the 3rd Career Fair with the participation of 42 companies.
2. **March 2018 - present:** Freelance Soft Skills and Employability Skills Trainer.
 - Design and facilitate 4 career readiness workshops to university students and graduates.
 - Delivered soft skills modules on topics: communication skills, emotional intelligence, presentation skills to + 2000 students & graduates.
3. **November 2016 - February 2017:** HR Recruiter, Etisal International.
 - Sourced and screened + 300 candidates through different channels.
 - Conducted interviews with + 30 candidates per day.

Education:

2012 – 2016: Bachelor of Arts, Spanish Translation, Cairo University.

Courses:

1. **May 2023:** Facilitating Career Development program (120 hours), National Career Development Association (NCDA).
2. **March 2017:** Training of Trainers(90 hours),Mentarcise for Training and Coaching.
3. **August 2016:** Recruitment workshop(16 hours), Skills Bank for Training and Consultancy.

4. **March 2015:** Human Resources Management(40 hours), Core Management for Training and Consultancy, Human Resources Certification Institute(HRCI).

Extracurricular Activities:

1. **November 2024:** Career Advisor, Careerha Summit.
 - Conducted career advising sessions for 25 attendees per day.
 - Received +15 positive feedback from attendees.
2. **December 2023:** Career Coach, Jobzella Employment Fair.
 - Conducted career coaching sessions for +15 attendees per day.
 - Reviewed +10 resumes per day.
3. **February 2023:** Facilitator, Ain Shams Career Week.
 - Facilitated a 4-hour online career planning workshop for +35 students.
 - Received a 95% satisfaction rate from attendees.
4. **February 2019:** Coach, Coaching Team, TEDx Helwan University.
 - Assisted in facilitating 4 soft skills training sessions to +50 members.
 - Received a letter of recognition from the president of TEDxHilwan University.

Skills:

Language:

1. Arabic: Mother tongue
2. English: fluent.
3. Spanish: very good.

Computer:

1. Excellent command of office package(PowerPoint, Word, Excel, etc.)
2. Excellent command of using AI tools and prompt engineering.