

# Mohamed Ali Sobhi

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 01147950579

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## **Summary and Objective**

Motivated and Resilient Teaching Assistant with 6+ years of experience promoting collaboration with the lead teacher to support student educational needs.

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## **Education**

<b>Pre- PhD., Human Resources Management</b>	<b>2024</b>
Faculty of Commerce, Cairo University. <i>Grade:</i> Excellent (Ranked the 1 <sup>st</sup> ).	
<b>Master's degree, Human Resource Management</b>	<b>2022</b>
Faculty of Commerce, Cairo University. - Examined the Relation Between Workplace Bullying and Employee Silence: The Mediating Role of Job Burnout.	
<b>Bachelor of Commerce, Business Administration Major</b>	<b>2016</b>
Faculty of Commerce, Cairo University. <i>Grade:</i> Excellent with Honor (Ranked the 2 <sup>nd</sup> ).	

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## **Work Experience**

<b>Career Development Specialist, University Center for Career Development</b>	<b>2024 - Present</b>
Cairo University, Central Library Branch	
<b>Associate Lecturer, Business Administration Department</b>	<b>2022 - Present</b>
Faculty of Commerce, Cairo University. - Conduct PhD and researches in human resources management. - Collaborate with professors to design and deliver engaging lesson plans for courses in Management. - Provide one-on-one academic support during office hours to address student challenges.	
<b>Schedules Committee Member</b>	<b>2020 - Present</b>
Faculty of Commerce, Cairo University, 2020 - present. - Prepare teaching schedules for Undergraduate and Postgraduate students in deadline. - Coordinate faculty members' desires for lecture dates with available halls and dates.	
<b>Member of Electronic Control for Undergraduate Examinations.</b>	<b>2019 - Present</b>
Faculty of Commerce, Cairo University, 2019 - present. - Cooperate with team members in counting and classifying students' exam papers. - Use assessment machines and address technical problems that arise during assessment. - Communicate with faculty members and inform them of success and failure rates.	

Faculty of Commerce, Cairo University.

- Conducted weekly sessions to clarify lecture content and support over 100 student learning per term.
- Graded assignments and projects for up to 100 students, ensuring consistency and fairness.
- fostered an inclusive classroom environment by facilitating group discussions and addressing diverse perspectives on course topics.

**Financial Analyst (internship)****June 2015 - July 2015.**

Central Bank of Egypt, Downtown

- Analyzed macroeconomic data, including inflation and interest rates, to support policy-making decisions.

**Customer Service Agent (internship)****June 2014 - July 2014.**

Banque du Caire, Kasr Al Nile

- Assisted customers with inquiries regarding bank products, services, and account management.
- Addressed and resolved customer complaints, ensuring a positive client experience.

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**Extracurricular Activities****Volunteer, Resala Charity Organization, Maadi Branch****2012 - 2021**

- Managed a team of 8 volunteers to pack over 300 Ramadan bags to distribute to underprivileged families, ensuring timely distribution.
- Coordinated the sorting and distribution of clothing donations.
- Assisted blind students with studying by reading textbooks, recording audio lessons, and providing personalized support, contributing to their academic progress.

**OURVISION Student Activity, Cairo University, Service Committee Member****2015 - 2016**

- Organized and Managed events and workshops to engage students.
- Designed and distributed promotional materials to increase attendance and visibility for events.

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**Skills**

**Languages:** Arabic Mother tongue, Very Good in English

**Computer Skills:** Very good dealing with Microsoft office 365.