Mahmoud Fathy Ragab

Phone: +201001738073 | Email: reloadmoody13@gmail.com

Academic Qualifications:

**2013 - Diploma in computer and information system-
Ministry of Education.**
Grade: Excellent.

**2004 - Bachelor of Arts English department - Beni-
Suef University.**
Grade: good

Relevant Coursework:

2008 – Oracle University
Successfully completed User Adoption Services (Eagle
program) with cooperation of KCC in KSA.

Professional Experience:

**2019– present: Relations and Employment Specialist, University Centre for Career
Development (UCCD) - Beni Suef University.**

**2018 - Manager of engineering affairs – Bani-Suef
university faculty of commerce.**
• Supervision and follow-up of all engineering affairs, including purchasing operations,
making
estimates and writing reports for the forging process of equipment and furniture, and so on**.**

**2005 - Training Manager – Bani-Suef university faculty
of commerce.**
• Over than 5 years as Training manager in faculty of Commerce financial and commercial
studies
centre**.**
• Tester (ICDL) In Beni-Suef University Faculty of
Commerce Authorized by UNESCO.

Courses/ Certificates:

2022– International Labor Organization ILO.

• Labor Market Info

• Round Table organized

• Disability Inclusion

**2021 Obtaining professional development courses –
FCD The American University in Cairo.**

• Resume Writing

• Interview Skills

• Career Planning

• Job Search Strategies

• Soft Skills Training

Skills:
Language Skills

- Arabic: Native

- English: Very Good (Speaking & Reading)

Computer Skills:

2007 – 2017 ICDL Certification - new ICDL Certification

• Expert: in all windows versions and office