



MOUFOK LAIDIA IKRAM

- Chemist
- Physics and Chemistry teacher
- Assistant administrative and Receptionist

A motivated career changer who turned her hobby into a profession, hard-working, technical minded, strong, interest on chemistry, solving issues allowed me to gain exceptional communication skills with strong ability to handle multiple projects simultaneously, working on different projects and fields from teaching young people to collaborating with engineer and chemistry researcher helped to sharpen my skills and gave me a positive energy to continue this journey and looking for a new challenges and horizons.

SKILLS

- Microsoft office Word Excel Power point
- Effective communication
- Creative spirit
- Fast learner and motivated
- ability to work safely with hazardous chemicals
- Leadership, time management, and collaboration
- Great interpersonal skills
- Good at dealing with conflicts and strengthening the team relationship at work

PERSONAL DATA AND CONTACT

- Email: laidia09@gmail.com
- Mobile: (+971) 508 605 389
- Address: Abu Dhabi
- LinkedIn: www.linkedin.com/in/ikram-moufok-4882b51ba
- Birth date: 25 / 02 / 1995 in Oran-Algeria
- Civil status: Single
- Visa status: Visit Visa
- Drivers license: B (algerian)

EXPERIENCE

High school Physics and Chemistry Teacher

from 11/2020 to 06/2021

Oran-Algeria

Amran Benaouda

Functional tasks:

- Preparing and delivering lessons to students on topics such as mechanics, universal gravitation, conservation of energy, electricity, and magnetism;
- Evaluating, examining, assessing performance and monitor of students;
- Working with an instructional mentor to monitor/assess the performance of myself and colleagues within the science department. Steps are made to improve the quality of individual instruction and/or take corrective action with the physics team

Physics and Chemistry teacher

from 09/2018 to 07/2021

Oran-Algeria

Functional tasks:

- Providing private lessons for students (intermediate, secondary) at home and private schools.

Assistant Administrative and Receptionist

from 10/2017 to 11/2020

Oran-Algeria

Private school "ROSTOMIA"

Functional tasks:

- Provided exceptional customer service to all administration, teachers, support staff, parents and students;
- Successfully communicated with staff about decisions, changes and other relevant information on a timely basis;
- Maintained positive and cooperative working relationships with staff and students;
- Organization of students files and archives;
- maintain staff records, including salaries and working schedules;
- Supervision of the school's social media, e.g. interaction with potential customers, answering their questions and information about the school's tasks and services.
- Reception and receiving of phone calls.

Practical Internship at research Laboratory

from 02/2019 to 06/2019

Oran-Algeria

University of Science and Technology

- Practical work: Preparation for graduation (Theme: Synthesis and Characterization nanocomposite type "Tin oxide and Polyaniline". For one application: Adsorption of the dye "Trypan Blue")
- Analyses: X-ray diffraction, infrared spectroscopy, UV-Visible, pH...

LANGUAGES

- Arabic: Native language
- English: Spoken and Written
- French: Spoken and Written

INTEREST

- Agriculture and plant care.
- Volunteering in groups and charities to help the elderly and needy orphans
- sport
- cooking

signature
Moufok Laidia Ikram

Practical Internship at Central Laboratory

from 08/2017 to 09/2017
Company "SORFERT SPA"

Oran-Algeria

- Analysis of amuniac and urea
- Using chromatography, spectroscopy ...

Practical Internship at Central Laboratory

from 02/2017 to 03/2017
Company "GNL1" Sonatrach

Oran-Algeria

Practical Internship on Physico-Chemical Analyzes of Lubricating Oils

from 12/2016 to 01/2017
Sonatrach Refinery

Oran-Algeria

- Physicochemical analyzes of petroleum products
- Analyzes Base oils SAO 10 and SAO 30 : Pour point (° C), Kinematic viscosity cSt ...

EDUCATION AND TRAINING

Informational Diploma- specialty: Entry Clerk

February 2019 to February 2020

- Approved Vocational Training Center (Oran-Algeria)

Certificate of Achievement Pharmacy Sales woman

March 2019 to May 2019

- El Khawarizmi School (Oran-Algeria)

Master's Degree: Materials Engineering. Option: Engineering of Materials Processes

September 2017 to July 2019

- University of science and technology (Oran-Algeria)

Bachelor's Degree: Chemistry/ Option: Analytical Chemistry

September 2014 to July 2017

- University of science and technology (Oran-Algeria)

High school diploma

September 2013 to July 2014

- Matkanat Gdyl (Oran-Algeria)