



MOUSTAFA NOUR

- Egyptian
- UAE
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- male
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PROFILE

To obtain an position where I'll be able to contribute my skills, knowledge and experience to establishment that will give me an opportunity to develop my career.

EDUCATION

09-2013 → 08-2018 Bachelor of Arts in Education from Alexandria university.

WORK EXPERIENCE

- 09-2020 → 08-2021
Baitfood
Sales Representative
- Making sales agreements and deals with customers and agree with them on delivery dates for goods.
 - Deliver products to customers.
 - Follow up on all products with customers.
- 05-2019 → 03-2020
Othman scarfs retail chain company
Store manager
- Receiving stocks.
 - arrange the store sales items and do the inventory.
 - Select the best selling and sold out items for re-order.
 - Manage the staff work schedule and staff work timing rotation.
 - Prepare the daily sales and expenses sheet.
 - Prepare the monthly report to maintain the given target and settle the employee commission.
 - Handling the financial duty of the store
- 09-2018 → 05-2019
Vodafone
Call center
- Reply To Customers and Questions
 - Submit Customers Satisfaction Reports
- 07-2016 → 04-2018
Shandawely restaurant
Call center & Cashier
- Receiving money from customers and issuing invoices
 - writing purchase reports
 - Receiving orders and confirmed delivered orders.
 - Handling customer complains.
 - Follow up on customers satisfactions on the service.

06-2015 → 01-2016

Pablo café & restaurant

Customer service

- Arrange reservations.

- Receive and welcome the customers at the restaurant.

- Follow up on customers satisfactions on the service.

- Handling customer complains.

PERSONAL SKILLS

✓ - Fixability and ability to relocate - Work in teamwork - Quick learner - Solve problems

SOFTWARESKILLS

Microsoft Word

Microsoft excel

Microsoft Power Point

LANGUAGES

Arabic

English

HOBBIES



GYM



Mathematical
Calculations



Playstation



Games ball