



ABDALRAHMAN GAMAL AHMED

ABDALAZIZ

Phone: +971 0507456039

Email: abdozizo11201150@gmail.com

Location: Dubai, UAE

Objective

Detail-oriented and highly organized individual seeking a Data Entry position. Bringing fast typing skills, accuracy, and a strong work ethic to ensure timely and error-free data processing. Ready to contribute to team success through hard work and attention to detail.

Skills

- Fast and accurate typing (WPM: 40+)
- Excellent attention to detail
- Proficient in Microsoft Excel, Word, and Google Sheets
- Knowledge of basic database management
- Strong time management and organizational skills
- Ability to work under pressure and meet deadlines

Experience

Freelance Data Entry Clerk

Self-employed – Remote

Jan 2023 – Present

- Entered large volumes of data into spreadsheets with high accuracy
- Verified and cleaned data to ensure consistency
- Assisted clients with document formatting and database updates

Education

Faculty of Electronic Engineering – Menoufia University

2017-2022

Languages

- Arabic: Native
- English: Very good (reading, writing, typing)