

# Medhat Elsayed Elragaye

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Mansoura, Egypt

## Cashier- Supervisor– Data Entry

-A specialized supervisor with more than 8 years of experience in directing and supervising work. A proven track record of successful business implementation. Help new employees learn their job responsibilities quickly. Focus on enhancing productivity and overall quality of work

Professional, courteous, and helpful

- I have experience working as a cashier. I possess speed, accuracy, and professionalism. Multitasking I possess excellent organizational skills and the ability to adapt to changing tasks and responsibilities within a fast-paced and constantly evolving work environment.

## Career Experience

(Cashier-Supervisor) Wekall Elmansoura

(Nov,2019 -Aug,2024 )

I have 6 years of experience. I worked cashier in a large mall and then was promoted to cashier manager Then the hall supervisor

(Data Entry) Technology Center

(Feb,2016-Jul,2019)

Developing and entering Dakahlia Governorate data on to the network, updating it, and participating in the cartographic research project for the governorate

(Data Entry) Ministry of Supply

( Jan,2011 -Aug, 2013)

A project to develop ration cards ,register their data on the network, and update them

## Skills

- Microsoft Office
- Cash handling
- Computer skills
- Financial transactions
- Precision and skill
- Speed in competing work

## Technical Proficiencies

- Ability to Learn Quickly
- Critical thinking and problem solving
- Data Analysis
- Ability to Multitask
- Team work Skills
- Ability to work Under Pressure

## **Personal data**

**Nationality** : Egypt

**Religion** : Muslim

**Date of birth** : 30/8/1990

**Marital Status** : married

## **Education**

**Bachelor of Arabic Language**

**Al-Azhar University 2014**

**General educational diploma**

**Mansoura University 2018**

## **Professional Training**

**- ICDL**

**- Human resources management**