**Curriculum vitae**

**Personal Particulars:-**

* **Name : Dalia Alam Tawfik**
* **Address : Villa 1139- Road 723- Block 607 - BHR**
* **Cell phone : 0097339935998**
* **Email :** [**dolly\_0@windowslive.com**](mailto:dolly_0@windowslive.com)
* **Sex : female**
* **Nationality : Egyptian**
* **Marital status : married**
* **Visa : married to ( Bahraini )**

**Educational Qualifications:**

* **1-Bachelor Degree in Engineering**

**(mechanical Engineer ) from Akhbar Elyom Academy in Egypt at 2005**

**Professional qualification**

**Educational diploma ( under test)**

**Diploma in teaching mathematics and science in English( under test) (1)**

Diploma of teaching skills from CIT for information technology at June 2017

Teaching skills in childhood phase diploma from CIT for information technology

* **-course of English Languages:**

**KIT institute of languages and computers -Cairo 2006**

* **-course of computer MS Office ( Microsoft Word, Microsoft power point, internet , typing ) ICDL.**

**KIT institute \_ Cairo 2006**

**Languages:**

* **Arabic Languages**
* **English : advanced English speaking and writing skills**

**Practical Experience:**

1\_mathematics teacher at resalt alhuda international school in Riyadh Saudi Arabia

From 1/9/2013 to 5/6/2016

2– Flight Attendant at Sama airline since 2008 until 28-8-2010 in Saudi Arabia

**Training:**

* **Successfully complete the initial flight attendant course in accordance with FOTM on 7 June**

**2008 On Boeing 737\_300.**

* **Successfully complete the recurrent course in safety and first aid in April 2010**

**Interpersonal and communication skills:**

* **Hard worker and ability to work for long hours**
* **Work with all office programs**
* **Skilled in data entry**
* **Self motivate**
* **Ability to deal with difficult situations**
* **Can work under stress**
* **Work with team work**
* **Ability to understand the others and deal with different personalities**
* **Easily understand and quick learning**