RANA TALAAT MUHAMMAD

Data Analyst

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🧁 06/30/1990

LANGUAGE

Arabic ● ● ● ● ● ●
English ● ● ● ● ● ○

SOFTWARE

MS Excel ● ● ● ● ● ●
MS Word ● ● ● ● ● ●
MS PowerPoint ● ● ● ● ● ○
MS Access ● ● ● ● ◐ ○
MS Project ● ● ● ◐ ○ ○
Adobe Photoshop ● ● ● ● ● ●
Adobe Flash ● ● ● ● ◐ ○
Adobe InDesign ● ● ● ◐ ○ ○
Adobe Dreamwaver ● ● ● ● ◐ ○
Oracle Developer ● ● ● ● ◐ ○
MySQL ● ● ● ● ◐ ○

ACHIEVEMENT

Jan., 2019:
Completed Cohort 4 of the One Million
Arab Coders program ~ Data Analyst

Oct., 2016:
Win the 1st Prize in Startup Weekend
Alexandria 2016 Women Edition
with idea & prototype of Q-less mApp

INTREST

Technology   Handball Player   Handball Referee
Since 1997   Since 2014

EDUCATION

July, 2018	◆	**Master of Business Administration in e-Business**

Arab Academy for Science, Technology & Maritime Transport
Thesis Title:
Citizen Acceptance of the Adoption of Biometric Authentication on
Mobile Government - Case of Egypt

Sep., 2011 ◆ **Bachelor of Business Administration in Management Information System**
Arab Academy for Science, Technology & Maritime Transport
Graduation Project:
Movies Archive Information System

WORK EXPERIENCE

Oct., 2018~
.... ◆ **Decision Support Data Analyst**
Administrative Coordinator
Media Committee of Giza Handball Zone

Sep., 2018
Feb., 2019 ◆ **IT Administrator & Technical Support**
Administrative Coordinator
UNESCO-Online Academic Services in the
Nano-Sciences/ Engineering Program

May, 2016 ◆ **Coordinator Assistant**
Towards Building Egyptian Knowledge & Innovation Society ~
First Conference in Egypt

July, 2015
Nov., 2017 ◆ **Administrative & Finance Assistant**
Coordinator Assistant
XNEM ~Excellence in Nanoscience Education for MENA Region

Jan., 2014
June, 2014 ◆ **Assistant Project Manager**
Suez Canal Regional Development Project
Arab Academy for Science, Technology & Maritime Transport

Nov., 2013~
.... ◆ **Research Assistant & Designer**
Administrative Coordinator
Center of Excellence
Arab Academy for Science, Technology & Maritime Transport

May., 2013~
Dec., 2013 ◆ **e-Learning Diploma Coordinator**
Arab Academy for Science, Technology & Maritime Transport
in cooperation with the Ministry of Communication

Jan.., 2013~
Oct., 2013 ◆ **Assistant Coordinator**
Quality Committee ~ College of Management & Technology

May., 2012~
.... ◆ **Best Project Day Coordinator & Designer**
College of Management & Technology

Apr., 2012~
Dec., 2012 ◆ **BIS Club Coordinator**
College of Management & Technology

Feb., 2012~
.... ◆ **Teaching Assistant**
in Business Information System
College of Management & Technology