**Noha R. Mostafa**

**Bronx, NY, 10473**

(+1) (347-679-5521) [n\_sheta@hotmail.com](mailto:n_sheta@hotmail.com)

**Professional Experiences:**

* Sales Representative in Pramerica Insurance Company (April 2022 – May2022), (to get the life insurance license).
* The Minister of Trade and Industry’s Assistant (2015 -2021).
* Solving problems facing the Egyptian local industries.
* Dealing with the file of “The local Products”.
* The Strategic Plan for the Egyptian Ministry of Trade and Industry.
* MSMEs Medium, Small and Micro Enterprises Strategy.
* TVET Technical Education and Vocational Training Strategy.
* Conduct Fundraised Proposals.
* Preparing Speeches and talks for the Minister in different occasions.
* Technical Researcher in the small and medium size enterprises sector (2000-2015).
* Membership in different committees.
* Conducting memos of understanding.
* Discussing agreements and treaties on different economic issues.
* Representing the ministry in many national and international events.
* Contributing to the Strategic plan and action plans.
* Arranging conferences, workshops, fairs, and focus groups to set policies and drafts for laws.
* Conducting economic research, surveys, and studies.
* Worked as a Freelancer with many National and International entities as a consultant or Instructor, (2000-2021).
* with Federation of Egyptian Industries- Industrial issues.
* with Fredrick Ebert Stiftung – Environmental issues.
* with SEED - USAID - Competitiveness.
* with the EOMMEX- Greece - E-Commerce.
* with JICA-GIZ UNIDO - SMEs and Sustainability.
* with SIDA – Sweden and ISO - Social Responsibility.
* with CIDA -Canada - Small and Medium size Enterprises.

**Education**:

* Doctor of Business Administration, Finance and Accounting,2018/2019.
* My thesis title: (The Impact of CSR on the financial Performance of some listed Industrial Companies in the ESG Index 2009 -2019).
* Master of Public Administration, Arab Academy for Science, Technology, and Maritime for transport, 2013.,
* B.Sc. of Economics and Political Science, 1998, Cairo University.

**Skills**

* Excellent communication skills, Bilingual: English, and Arabic.
* Microsoft office: Word, Excel, Power Point, and Internet.
* Typing speed about 35 word per minute.
* Project Management Professional PMP.
* The Strategic Plan for MSMEs and TVET.
* Preparing Speeches and talks for different occasions.
* Arranging conferences, workshops, seminars, fairs, and focus groups.
* Conducting economic research, surveys, and studies.
* Soft skills as: Conflict Management, Emotional Intelligence, Team Management, Delegation, Empowerment, Crisis Management, problem solving.

----