

Hager Mohamed Soliman

Teaching Assistant

✉ hagemoh308@gmail.com ☎ 01093476344 📍 Maadi, Cairo, Egypt.  Hager Soliman

PROFILE

Enthusiastic and dedicated Teacher Assistant with a strong interest in academic development and student support. Currently pursuing a Master's degree in Business Administration, with a keen focus on organizational behavior and management principles. Experienced in supporting professors with lecture preparation, classroom activities, and academic research. Skilled at assisting with student engagement, grading, and administrative tasks. Committed to fostering a positive and productive learning environment, with excellent communication and organizational skills.

PROFESSIONAL EXPERIENCE

Teaching Assistant

Higher Institute of Foreign trade and Management Sciences. (New Cairo Academy)

Apr 2024 – present
Cairo, Egypt

- Provide support to the course instructor to ensure the effective delivery of the required materials and to foster a positive learning environment for students.
- Assisting faculty with classroom instruction, records, and assignments.
- Leading group projects or discussions and grading assignments.

Sales Agent

Address Investments

Jan 2023 – Jul 2023
Cairo, Egypt

- Creates and distributes attractive advertising material, fielding calls and emails from interested enquirers.
- Providing guidance and assisting sellers and buyers in marketing.

Account Executive

Xerox

Feb 2021 – Aug 2021
Cairo, Egypt

- Creates financial reporting about monthly revenues.
- Set Appointments, address client needs and develop relationships.

EDUCATION

Academic Master's Degree - Business Administration

Arab Academy for Science, Technology, and Maritime Transport 

2024 – present

Expected Graduation (Oct 2026)

Bachelor's degree, Finance and Investment

Misr university for sciences and technology - MUST 

2019 – 2022
Cairo Egypt

GPA : 3.8

Grade : Excellent

INTERSHIPS

Commercial International Bank - CIB

Undergraduate Trainee

Jun 2019 – Aug 2019

- Financial Inclusion Summer Training Program

SKILLS

Technical Skills

- Learning Management Systems (LMS)
- Data Analysis & Statistical Software
- Financial Tools
- Presentation Software
- Academic Research Tools
- Project Management Tools
- Communication Tools
- Survey Tools

Communication Skills

- Clear and Concise Instruction
- Academic Writing Support
- Presentation Delivery
- Active Listening
- Interpersonal Communication
- Professional Email Etiquette
- Feedback Delivery
- Cross-cultural Communication

LANGUAGES

- **Arabic**
Native

- **English**
Fluent