

# Curriculum Vitae

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## Mahmoud Khaled Mahmoud Mohamed

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### Professional Title

Teaching Assistant – Department of Library and Information Science  
Faculty of Arts, Helwan University

### Professional Summary

A dedicated and detail-oriented teaching assistant with a strong academic background in Library and Information Science. Passionate about education, research, and supporting students in their academic journeys. Adept at using modern educational tools and technologies to enhance the learning experience. Interested in developing digital solutions for library services.

### Work Experience

Teaching Assistant

Department of Library and Information Science – Faculty of Arts, Helwan University  
December 2021 – Present

- Assisting in teaching undergraduate courses and preparing educational materials.
- Supporting faculty members in research and academic activities.
- Guiding students in assignments, projects, and research-related tasks.
- Participating in departmental academic events and curriculum development.

### Education

Master's Researcher – Library and Information Science

Faculty of Arts, Helwan University

(In Progress)

Bachelor of Arts in Library and Information Science

Faculty of Arts, Helwan University

Graduation Year: 2020

### Skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Access)
- Basic programming knowledge
- Research and academic writing
- Classroom management and student support

## **Languages**

- Arabic – Native
- English – Upper-Intermediate

## **Certificates & Training**

- Computer Science Course
- Digital Photography of Arabic Manuscripts Course
- Scientific Research Writing in Arabic Course
- TOEFL Exam Passed
- Music-Based Learning Course
- Creative Thinking Skills Course