

Name: Rania Farouk Bastawisy Youssef

Position: Chairman's Personal Assistant, Corporate Governance Coordinator & Corporate Secretary

Qualifications:

- Pre-masters in dialogue analysis, translation & linguistics
- Bachelor of Arts, English Dept., Translation Section

Professional Certificates:

- Risk Management Diploma from AUC - 2009
- Board Secretary Diploma from EIoD - 2008
- Certified Board Member from the ISS USA - 2007
- Certified Translator - 2004

Courses and Conferences Attended:

Board Member Responsibilities, Shareholder Rights and Fair treatment for All shareholders, Disclosure and Transparency in Egypt, Corporate Social Responsibility, Application of Corporate Governance Rules and Standards in Egypt, Board of Directors Role, Board of Directors Development, Applications of Corporate Governance in Companies listed in the stock market, Corporate Governance in Family Business, Development of Executive Officers in Non-governmental Organizations, Effective Writing Skills, Executive Secretary Skills, Communication Skills, Train the Trainer, Risk Management.

Previous Experience:

- Chairman's Personal Assistant (July 2007 to date)
- Corporate Governance Coordinator in EGYTRANS (June 2006 to date)
- Project Manager & Social and Training Committees Coordinator - Alexandria Businessmen's Association (2001-2004)
- Assistant Quality Manager - Uniliver Mashrek (1999-2001)
- Sales and Marketing Manager - Jacques Bogart and Ted Lapidus Group, Alexandria International Airport (1996-1999)
- Chairman's Office Manager – Seniors Computer Co.



