

1. Personal Profile:

Title: MS.

Name & Surname: ELHAM MOGHTADER

Nationality: IRAN Date of Birth: 06/09/1984 Marital Status: Married

Residential Address: Unit 42, No.6, EAST 17th Alley, SOUTH SHAGHAYEGH BOULEVARD,
NASER HEJAZI BOULEVARD, TEHRAN, IRAN.

Post Code: 1484957943

Cell phone: 0098 9197365503

E-mail: e_moghtader@yahoo.com

2. Education:

- a. Title of Degree: Master of Science in Financial Mathematic

Name of School: ALLAMEH TABATABA' I UNIVERSITY

Date Commenced: February 2010

Date Completed: September 2012

C.G. P .A: 17.9

- b. Title of Degree: Bachelor of Science in Mathematic

Name of School: SEMNAN UNIVERSITY

Date Commenced: September 2004

Date Completed: June 2008

C. G. P. A: 15.27

- c. Title of degree: Certificate of Completion of Pre-University program

Name of School: PAZHOUHESH Pre-University School

Date Commenced: September 2001

Date Completed: June 2002

C. G. P. A: 18.47

- d. Title of degree: Certificate of High school Education Completion

Name of School: SEDIGHEYE KOBRA Secondary school

Date Commenced: September 1998

Date Completed: June 2001

C. G. P. A: 18.86

Work Experience:

Employer Name: KAYSON Inc.

Type of Business of Company: General Contractor in housing and buildings, oil and gas, water and wastewater and railway transportation systems.

Job Title: Shareholder Engagement Specialist

Duration: Since 31/05/2016 up to 20/05/2020 (Full Time position; 44 Hours per week)

Duties and Responsibilities:

- Doing affairs related to company's annual meetings.

- Collaborating in the process of publishing bonds with various parts of the company to finance the projects, and doing tasks related to capital appreciation in extraordinary meetings.
- Interacting with shareholders in order to persuade them to invest more in company's shares.
- Preparing daily, monthly, and annual reports about changes on percentage of free float and major shares and price fluctuations of company's shares using some statistical procedures.

Employer Name: SHAKHES SAHAM COMPANY

Type of Business of Company: stock brokerage firm

Job Title: stock exchange trader (broker) and marketing expert

Duration: Since 04/04/2013 up to 20/05/2016 AND 21/06/2020 up to 22/11/2021 (Full Time position; 44 Hours per week)

Duties and Responsibilities:

- Buying and selling stocks, which represent equity in businesses on behalf of investors and the firms
- Having constant interaction with shareholders and guiding them about the condition of the stock exchange market.
- Cooperation with different parts of the company in marketing and attracting more investors.
- Preparing regular reports based on the fluctuation of stock prices and the condition of stock exchange markets.
- Using technical analysis in order to determine the best price for buying and selling company's stocks.

Certificates:

- a. Title of Certificate : Capital Markets Principles
Name of Institution: Stock Exchange and Securities Organization
Date: 07.09.2012
www.seo.ir
- b. Title of Certificate : Securities' Trader
Name of Institution: SEBA Organization
Date: 19.08.2015
www.seba.ir
- c. b. Title of Certificate : Commodity Exchange Trader
Name of Institution: SEBA Organization
Date: 25.08.2015
www.seba.ir
- d. b. Title of Certificate : Energy Exchange Trader
Name of Institution: SEBA Organization
Date: 26.08.2015
www.seba.ir

- e. b. Title of Certificate : Derivatives Tool Traders
 Name of Institution: SEBA Organization
 Date: 26.08.2015
www.seba.ir

Education courses:

- a. Concepts of investing (fundamental analysis) in the stock market
 Name of Institution: ARYA SAHM Economic Research Company
 Duration: 24 hours
 Date: January 2011
- b. Fundamental Analysis
 Name of Institution: NEGAREH Higher Education Institution.
 Duration: 32 hours
 Date: January 2015
- c. Financial modeling in Excel Training Course
 Name of Institution: ARYANA Industrial & Research Group.
 Duration: 32 hours
 Date: September 2013
- d. Principle of marketing and market management
 Name of Institution: industrial management institution
 Duration: 30 hours
 Date: current course

Computer Skills:

- Microsoft Office - Eviews - SPSS – Matlab

Conferences, which I have attended:

- First International Management tools and techniques conference 24-25 Feb. 2015, Tehran, Iran.
- 17 th. National Conference and third International Seminar on Insurance and Development with title: insurance development in Large Businesses: Obstacles and Solutions 4 Dec. 2010 Tehran, Iran.

My Abilities

- Qualified in team work
- Interested in learning new methods
- Expert in planning