

# Eman Hamed Matar

## Computer Engineer



emanmoon\_2006@hotmail.com



Amman - Jordan



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+ 962 / 790221431

### Personal Information

- Date of Birth : 27/1/1987
- Gender : Female
- Marital Status : Single
- Nationality : Palestinian  
( I have Jordanian Passport )

### Other Information

- Member of Jordan Engineer Association.
- I hold the residence permit in Saudi Arabia ( Convertible ).
- I have driving license.

### LANGUAGES

ARABIC 

ENGLISH 

### Practical Skills

- Data Analysis
- Design Annual / infographics reports
- Graphic & video design
- Image processing and correction
- Video Editing
- Preparing training packages
- Digital Marketing
- Data Entry



### WORK EXPERIENCE

- **2017 - to Present** **Graphics Designer & Video Producer**  
Freelance work - ( 4 years )  
In Addition to [ data analysis - Infographic Reports - Publications Design ]
- **2019 - 2021** **IT Manager**  
Modern educational schools  
Amman - Jordan
- **2019** **Computer Instructor**  
Finn Church Aid's (FCA)  
Amman - Jordan
- **2015 - 2018** **IT Support Engineer**  
Buraydah (Al-Qassim) Private Colleges  
Buraydah - Saudi Arabia
- **2014 - 2015** **IT Support Engineer**  
Wall Street English (Training Concepts Institute)  
Buraydah - Saudi Arabia
- **2008 - 2010** **Computer Instructor**  
AL KHALEEJ Training and Education company  
( New Horizons Computer Learning Centers )  
Buraydah - Saudi Arabia
- **2006 - 2007** **Computer Instructor**  
Cultural Center for Women  
Buraydah - Saudi Arabia
- **2006 - 2007** **Computer Instructor**  
Zaleef Education and Training Center  
Buraydah - Saudi Arabia



### Achievements and Awards

- Accomplished the first place Award of the Education Principles Institutes Company (Wall Street English) in Kingdom of Saudi Arabia
- Certificate of award [ ALKHALEEJ CUP FOR EXCELLENCE 2008 ]  
from AL KHALEEJ Training and Education company
- Certificate of award [ ALKHALEEJ CUP FOR EXCELLENCE 2009 ]  
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### Customized Systems

- Moodle ( E-Learning Platform )
- ERP System
- ZKtime Attendance System
- Hikvision iVMS

### SOFTWARE

- Producing Vedio & Graphic Design
  - Adobe Photoshop
  - Adobe Illustrator
  - Adobe In design
  - Adobe Premiere
  - Adobe After effect
  - ProShow Producer
  - Wondershare Filmora
  - TechSmith Camtasia Studio
  - BB FlashBack Pro
- Other
  - EDRAW Max
  - MathType

### Research and Interest fields

- Web Design & Development
- Social media Marketing
- E-Learning platforms
- Database
- Python Programming
- javascript Programming



### Educational Qualification

- **Bachelor of Computer Engineering - 2014**
  - Grade ( very good ) | AL- Balqa'a Applied University
  - GPA ( 3.5 / 4.0 ) | Faculty of Engineering Technology
  - ( Amman - Jordan )
- **Diploma in Computer Science (Programming Technique) - 2006**
  - Grade ( Excellent ) | Kawader AL- tanmiah Institute
  - GPA ( 5.0 / 5.0 ) | ( Riyadh - Saudi Arabia )
- **High School Certificate - 2003**
  - Grade ( Excellent ) | ( Buraydah - Saudi Arabia )
  - GPA ( 96.58 % )



### Certificates

- CCNA Certified , 2009
- Microsoft MCSA Certified , 2009
- Microsoft MCP Certified , 2009
- Network+ Certified , 2009
- A+ Certified Professional - IT Technician , 2009
- ICDL Expert Certificate , Version 1.0 , 2009
- IC3 Certificate , 2008
- ICDL Certificate , Version 3.0 , 2006



### Training Courses

- AdobePremierePro , 2020
- Introduction to Graphic Design , 2020
- Edexcel Certificate in ASP.NET , C# , MVC , 2014
- Android ( level 1 , 2 ) , 2014
- CSS & HTML , 2014
- Auto CAD , 2013
- Graphic Design , 2007
- Computer Maintenance , 2006
- Data entry and word processing , 2006
- Using computers in the business office , 2006