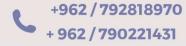
Eman Hamed Matar

Computer Engineer



emanmoon_2006@hotmail.com





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.

LENGUAGES

ARABIC

ENGLISH

Practical Skills

- Data Analysis
- Design Anuual / 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] from AL KHALEEJ Training and Education company

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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

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



Educational Qualification-

Bachelor of Computer Engineering - 2014

Grade (very good) GPA (3.5 / 4.0)

AL-Balga'a Applied University Faculty of Engineering Technology (Amman - Jordan)

Diploma in Computer Science (Programming Technique) - 2006

Grade (Excellent) GPA (5.0/5.0)

Kawader AL- tanmiah Institute (Riyadh - Saudi Arabia)

High School Certificate - 2003

Grade (Excellent) GPA (96.58 %)

(Buraydah - Saudi Arabia)



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