



# Mr Greenman

Virtual Assistant

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🌐 [Online Resume](#)

## Profiles

[LinkedIn](#)  
[Link](#)

[GitHub](#)  
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[WhatsApp](#)  
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## Summary

- A multi-talented Virtual Assistant blending Private Law precision with Digital Marketing strategy. I provide high-level executive support by leveraging AI-driven workflows, detail-oriented administrative management, and persuasive communication skills.
- With a background in Real Estate negotiation and Graphic Design, I don't just manage tasks—I enhance brand aesthetics and optimize digital performance through strategic A/B testing and compelling narratives.
- Certified in AI Essentials and dedicated to helping global firms scale through efficiency, technical expertise, and creative problem-solving.

## Experience

Redbbble  
Graphic Designer  
[Link](#) Online  
June 2022 - Nov 2023

Agence immobilier  
Assistant  
[Link](#)

Tangier, Morocco  
March 2024 - Oct 2024

## Education

Moulay Rachid  
Human Science  
[Link](#) High School diploma  
Tangier, Morocco • Nov 2017 - July 2020

Abdelmalek Essaâdi  
Private Law  
[Link](#) Bachelor's Degree  
Tangier, Morocco • Nov 2020 - July 2024

Faculté des Sciences Juridiques, Economiques et Sociales TANGER  
[Link](#)

## Certifications

Ai Career	16th May 2024	Virtual	26th November 2024
Essentials		Assistant	
ALX Program		ALX Program	
Certificate for ALX AiCE		Certificate for ALX VA	

[Link](#)