

Marya Jabar Mohamad

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Profile

I am an enthusiastic and motivated business IT graduate with successful experience in social media management, and design, online sales. I strive to create an impact in my field and secure challenging and responsible positions to expand my learning, knowledge, and skills.

Education

University of Sulaymaniyah, College of Commerce 2018 – 2022

- Bachelor of Science in Information Technology (IT)

Experience

Social Media Manager at Healthy Kids page on Social media (Facebook, Instagram, TikTok)
Remote April 2023- Mar2024

- Designed engaging social media posts and edited captivating videos using Adobe Photoshop and CapCut.
- Responded promptly to messages, fostering community engagement.
- Managed sponsored content partnerships, enhancing brand visibility and reach.

Seller at Sabat shopping, Sulaymaniyah, Iraq Jul - Sep 2021

- Set up and manage a Facebook, Snapchat, and Instagram profile.
- Computed total purchase amounts, taxes, and shipping costs, as well as process payments and submit orders.
- Interacted with customers and provided customer service to address inquiries and solve problems.
- Kept social media accounts up-to-date on a daily basis.
- Strengthened our customer relationships and partnerships.

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Hard Skills

- Adobe Photoshop and Adobe Illustrator and Canva.
- Proficiency in Web development (html, Css, Bootstrap, Ajax, Php, Javascript, JQuery).
- Strong SQL development skills.

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Commented [5]: Put web development first in the Hard Skills section if you want to find a job in this field.

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- Excellent data entry.
- Excellent understanding of database principles, structures, theories and practices. Computer Software Knowledge.
- Proficiency in google Apps (docs, sheets, slides, google meet, google calendar, class room, Gmail, google drive).
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Proficiency in data analysis.
- Computer Software Knowledge.

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Commented [10]: Proficient in Microsoft Office and Google Applications.

Commented [11]: Proficient in data entry and data analysis.

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Soft Skills

- Excellent teamworking skills (easily adapt with co-workers to accomplish common goals).
- Excellent negotiations skills and communication skills.
- Excellent time management skills (prioritizing deadlines for given tasks, punctual within workforce).
- Work well under pressure.
- Conflict resolutions (problem solver by nature) communication skills.

Certification & Qualification

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Certification of Completion for 160-Hour course in Social Media Marketing and Graphic Design 2023
Workwell Organization

Certification of Completion for Professional Developing Microsoft Excel Skills 2022
German Centre, Migration and Reintegration, Iraq (GMAC)

Certification of Completion for 160-Hour course in Business IT and English 2022
Workwell Organization

Certification of steps to run a new project 2021
University of Sulaymaniyah

Certification of English course for the intermediate level 2020
Online Course-Mohamad Mahdi

Languages

- Fluent In Kurdish (Sorani)
- Intermediate English

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Commented [24]: Kurdish: Native
English: Business Proficiency
Arabic: Limited Business Proficiency / Lower Intermediate