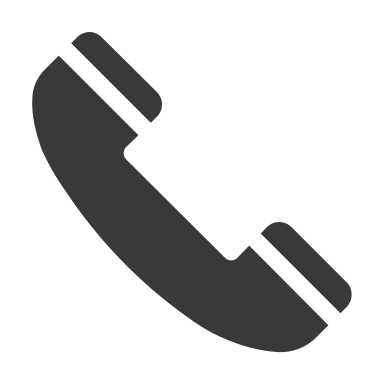
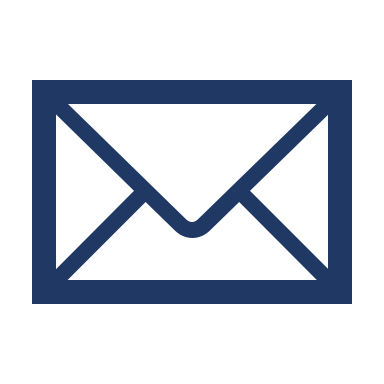
Sheryar Jumaah

**Multidisciplinary Professional / Finance & Operations Manager / Coordinator & Project Manager**

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SUMMARY

Versatile professional with a dynamic background spanning finance, logistics, education, and recruitment. Proven track record of adapting quickly to new challenges and thriving in diverse roles. Seeking opportunities to invest my multidisciplinary skill set in high-level positions in various industries, including internships to enhance my experience.

SKILLS

* Proficient in Financial Analysis, Budgeting, Strategic Planning, Detailed Reporting, and Data Analytics
* Expertise in Logistics Coordination, Effective Problem Solving, and Streamlined Supply Chain Management
* Skilled in Recruitment, Strategic Talent Acquisition, Decision-making, Emotional Intelligence & Team Leadership
* Fluent in Multilingual Communication (English, Arabic, and Kurdish), and adept at Project Management
* Script Writing & AI Audio Production, crafted scripts & AI-driven audio impactful content for a YouTube channel.

EXERIENCE

**(Power Insights) Marketing Agency | Finance & Operation Manager**  *Erbil | 07.2022 - Current*

* Managed financial operations and maintained precise company records using QuickBooks Online.
* Provided valuable on-set photography support to enhance marketing campaigns and visual content.
* Executed comprehensive bookkeeping tasks and efficiently processed incoming payments.
* Collaborated cross-functionally to ensure streamlined financial transactions and accurate reporting

**Pait Organization | Finance Officer**  *Baadre | 05 - 12.2023*

* Managed project budget, tracked expenses, and ensured funding compliance.
* Prepared financial reports and documentation for transparency.
* Collaborated with teams to monitor financial progress.
* Liaised with donors for timely updates and compliance.

**VIKurdistan | Logistics Coordinator**  *Erbil | 2022*

* Achieved 33% higher client acquisition through strategic phone and social media communication
* Orchestrated trips by coordinating staff, overseeing logistics, and ensuring seamless preparations.
* Showcased strong organizational skills through precise planning, enhancing client satisfaction.

**Sinjar Academy | ESL Teacher**  *Erbil | 03.2022 - 12.2023*

* Designed and implemented engaging curriculum for four ESL courses, incorporating innovative teaching methods to enhance student learning experiences.
* Fostered strong student relationships through interactive teaching techniques, contributing to a positive and supportive classroom environment.
* Achieved consistently high student ratings at the conclusion of each course, reflecting effective teaching, student engagement, and successful learning outcomes.

**Ruaa Foundation | Studies & Relations Department**  *Erbil | 09.2023 – 01.2024*

* Participated in many meetings to improve the performance of the institution.
* Preparing and writing meeting minutes in any meeting of the members of the institution with prominent characters and social influencers.
* Participate & prepare seminars in an academic manner to achieve the institutions goals in political awareness
* Linking the institution with prominent figures locally and abroad in the region to establish and build bridges between the Iraqi government and Kurdistan regional government.

**Al-Sharqiyah TV | Recruiter**  *Erbil | 12.2021 – 01.2022*

* Successfully secured actors for ads, programs, and shows by conducting talent search and casting.
* Managed full-cycle recruitment, from sourcing to onboarding, ensuring optimal hiring experience.
* Collaborated with hiring managers to identify staffing needs, source top candidates, and facilitate strategic talent acquisition.

EDUCATION

**Catholic University in Erbil (CUE)** | Bachelor’s degree *| 2020 - Current*

Medical Laboratory Science and Analysis, college of Health Sciences

CERTIFICATES & AWARDS

**World Vision** **IOM**  **University of Central Florida**

160 Hours of IT Expert Track & Microwork coordinating and organizing the Language Proficiency Award: C1 Advanced

(Web Development) EMPACT Project a. “Youth Cultural Exchange” Event Conferred by SA and validated by EF English Test

b. Organizing a “Special Needs Day” Event. Adviser: Dr. Tyler Fisher, Ass. Professor at UCF

**Religious Freedom Institute Sinjar Academy CUE/Mustered Seed Foundation**

Collaborating with RFI by implementing Acknowledged for partnership fostering Ethics in the Contemporary world

“Flourishing Together” Project by educational contributions, strategic advocacy, and

implementing a dialogue & community service. effective representation of the academy's vision.

**Humanitarian leadership academy**

Successfully completing the online learning

course about safeguarding essentials

PROJECTS

**1. Sustainable Development NGO** | New Vision (Ongoing)

* Led diverse student team for impactful initiatives, including registration and pilot project.
* Navigated governance processes, laying foundation for community-driven projects.
* Participating in events and conferences as part of AIM “Alliance of Iraqi Minorities” with other local & international NGO’s
* Engagement with Peace& Freedom NGO and other Organizations to support cultural diversity initiatives.

**2. Sinjar Academy Engagement**  (Ongoing)

* Drive Sinjar Academy operations, handling registration, proposals, and budgeting.
* Shape educational endeavors for community growth and empowerment.

**3. Damdam Foundation**

* Head of Damdam Foundation for emergency relief with reference to Kurdistan Region Presidency.
* Consultant status in the United Nations in the name of Damdam to participate in global problems meetings.

REFERENCES

References Available upon Request