

Yousif Munir Butrus

Date of Birth: 01.03.2003

Address: Erbil – Ankawa

Nationality: Iraqi

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WORK EXPERIENCE

Language Center

Salahaddin University, Erbil, Iraq

- Worked on website development using WordPress and assisted with content updates and layout customization.
- Designed digital materials using Photoshop, Illustrator, and InDesign for internal use.
- Collaborated with the team on improving UI/UX for language center web pages.

Front Desk Agent / Receptionist

Noble Hotel, Erbil, Iraq

March 2023 – May 2025

- Greeted and assisted guests with check-in, check-out, and reservation processes.
 - Managed front desk operations and maintained accurate guest records.
 - Handled phone inquiries and provided information about hotel services and local attractions.
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EDUCATION

Akito high school
class of 2021

Catholic University in Erbil-
Collage of Information
Technology
class of 2021

CERTIFICATIONS AND TRAINING:

- Human resources Certification.
- ICDL Certification.
- Upper intermediate English Certification.
- Certification in portfolio website creation.

LANGUAGE

- Arabic: native(Reading, Writing, Speaking).
- English: advanced(Reading, Writing, Speaking).
- Kurdish: intermediate(Reading , writing, Speaking).

SKILLS

- Strong communication and teamwork skills, both written and verbal.
- Proficient in Microsoft Office applications (Excel, Word, PowerPoint) and IT-related software.
- Excellent problem-solving, organization, and attention to detail.