

RANEEM ALSHOUR

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Nationality: Syrian

Date of birth:1/1/1994

Organized and efficient Website Designer with 2 years of experience in Marketing and web Designing, Original Web Designer ready for a new position where abilities in marketing, web design, development and implementation will be utilized.

Talented at designing detailed mock-ups for all screen templates, charts, and graphs. Hands-on experience in coordinating emails marketing campaigns and newsletters. Hardworking and Ambitious with gained expertise in data structures.

EXPERIENCE:

Digital Marketing Manager, 10/2017 to Current Saraia Properties – Damascus, Syria

- Increased customer engagement through social media.
- Drove digital and enterprise collaboration across functional teams, focusing on delivery and continuous process improvement.
- Engaged online audiences by placing a strong focus on sales process support and responding to inquiries and comments timely and knowledgeably.
- Set clearly defined goals to drive major business initiatives, including increased customer retention, sales, online presence, brand awareness and website or social media traffic.
- Analyzed and reported social media and online marketing campaign results.
- Improved page content, keyword relevancy, and branding to achieve search engine optimization goals.
- HR officer made interview with candidates for several position, responsible for employers working hours.

Data Entry Operator, 12/2017 to 12/2018 Emaar – Damascus, Syria

- Corrected or reported any data entry error to prevent later issues such as duplication or data degradation.
- Monitored database updates and verified for correctness.
- Completed data entry tasks with accuracy and efficiency.
- Organized, sorted and checked input data against original documents.
- Evaluated source documents to locate information needed for each data entry field.

Project Coordinator, 10/2018 to Current Your House Abroad Nordic – Sweden- Stockholm

- Supervised multiple projects from project start through delivery by prioritizing needs and delegating assignments.

- Planned and arranged meetings with external organizations and individuals, enabling all parties to meet and discuss project progress.
- Coordinated and executed all elements of stakeholder events including logistics, budgets, venue selection, activity planning, and transportation.
- Coordinated presentations for customers and project members detailing project scope, progress, and results, keeping all entities well informed of milestones and goals.

Manger Assistant, 06/2015 to 06/2016
Creative Design Studio – Damascus, Syria

- Led job interviews, held employee performance evaluations involving positive feedback and rewarded high achievers to attract and retain top-quality employees.
- Provided excellent customer service, promoting membership loyalty and increasing customer satisfaction rates.

Volunteer, 02/2017 to 06/2017
Sayar Syria

- Educate the children in the street
- Participate in Vaccination campaigns
- Prepare food in Ramadan for the homeless people.

Skills

- | | |
|---------------------------------|-----------------------|
| • Microsoft Office proficiency | • Adobe Lr |
| • Adobe Photoshop | • Mail handling |
| • Data collection and reporting | • Mail chimp Platform |
| • Vegas Pro | • Excel formulas |
| • Adobe Premier | • Filmora9 |

Languages

- Arabic: Native language
- English: Fluent
- Turkish: Beginner

Education

High School Diploma: 2011
 Al Aewael Privet School

Bachelor of Science: Applied Geology, 2016
 Damascus University - Damascus, Damascus Governorate