

Curriculum Vitae

Personal Data

Name: Fatma Khalifa Al-Kaabi

Date of Birth: 02/07/1993

Nationality: Bahraini

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Academic Qualifications:

2018 BA in Graphic Design from royal university for women

2015 Edexcel BTEC level fondation in art and design from the United Kingdom, Bahrain

2013 High School Diploma fom West Riffa Secondary school (Commercial Studies)

Work experince:

2017 Interenship in Beyroute food eatery Company.

Responsibilities there:

Sending and receiving emails and faxes .

Writing a design proposal.

Paper work.

And finally designing (logo, menu and a business card)

Software skills:

Adobe Photoshop

Adobe Flash

Adobe Illustrator

Adobe Dreamweaver

PowerPoint.

Microsoft Office Applications.

Languages:

Arabic: Reading, writing, speaking: Excellent.

English: Reading, writing, speaking: Excellent.

Skills:

- **Work under pressure.**
- **Strong interpersonal and organizational skill.**
- **Accept new challenges with a motivated spirit.**
- **Solve problems with creativity, efficiency and proficiency.**
- **Excellent communication and Skills.**
- **Ability to work in a team & multi-task.**
- **Organized & can manage time efficiently.**
- **Enthusiastic & highly motivated.**
- **Solid communication skills.**

Activities and Workshops:

Ebrahim Obaid (Arabic Calligraphy workshop)

Me in a CV workshop

National Day and Bahraini Women's Day

Jewellery water marbling workshop by Mrs. Sunakocal from Turkey

Leather materials and printing workshop