

Nadeen Ahmed

Al Manşūrah, Ad Daqahliyah, Egypt



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Summary

I hope to join a dynamic and self-esteem organization with potential for future growth, and contribution of new ideas. I'm a motivated person with excellent organizational skills and the ability to communicate effectively at all levels. My objectives are to gain more experience in my field of work

Experience



Operations Specialist

At Grand Community

Sep 2022 - Present

As Operation Specialist:

- I was responsible to create invitations, new templates for the brief, create label for each campaign
- Remind , set daily timing for each campaign, ask and schedule a date for the coverage to be uploaded- Follow up, insert daily missing coverage timing for each campaign, acquire new users, maintain the relationship with the influencers and handle any inquiries, classify each campaign list except confirmed ones

As Influencer Marketing Specialist:

- Creating powerful content for influencers, in order to make them active on social media
- Attracting new influencers and helping them understand business policies
- Solve the problems of influencers and make them cooperate with international and local brands- Dealing with influencers in 15 countries and helping them develop their accounts and make them active on social media

Education



Mansoura University

Bachelor of Commerce - English Section, Business Administration and Management,
General

Sep 2017 - Jul 2021

Grade: **Good**

COURSES & TRAINING

- Banking simulation course
- Comprehensive e-accountant
- English
- Marketing
- Diploma in Quick box and Contracting Accounting at (Faculty of Commerce MU)

Skills

- MS Word, MS Excel
- Out of the box thinking
- Decision making
- Good Communication