**AMAL JAZMATI**

## Personal Information

**Birth Date:** 16 Jan 1995

**Gender:** Female

**Nationality:** Syrian

**Marital Status:** Single

**Email Address:** [Amooljaz@gmail.com](mailto:Amooljaz@gmail.com)

**Mobile:** +963992764562

**Address:** Damascus – Rukn Edden

## Education

## Forth year student at the Faculty of Economics, Damascus University, Department of Accounting (Open Education)

## Work Experience

social media specialist

Advance solution syria - Damascus

Jan 2020 - Aug 2021

I received the page from its inception and was sending the design details to the designer to design the required post. I write content, respond to inquiries, book appointments, make monthly plans, and increase page follow-up

customer service

Alnajah Factor Jordan

Dec 2021 - present-

## Training courses

The basics of the labor market By (Syria Trust For Development)

Small and medium enterprises management By (Syria Trust For Development)

## Skills & Expertise

Self-motivation

Administrative matters

Customer Service

Communication Skills

Marketing

Decision Making

Customer Service

Microsoft Office

Graphic Design

## Hobbies

Photography

cooking and sweets industry

swimming

Discover all new

## Language

## English language

**Level:** Good

**Arabic language**

Native Language.

## Career Objective

I am looking for an opportunity to develop knowledge experiences, taking advantage of my ability to build professional working relationships with my colleagues, those in charge of me and with clients alike.