

Shaima Al Awadhi

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Objective

To get a challenging and energizing placement in an event, media or marketing department in an organization to contribute my integrated communication skills while gaining experience in other areas of business.

Skills

COMPUTER SKILLS

- High standard of computer skills and communication skills.
- Knowledgeable with the following Microsoft Office programs: Word, Excel, Access, Front Page, PowerPoint and Publisher.
- Knowledge with visual and design programs like Adobe Photoshop and Image ready, Audacity, Dreamweaver, Final Cut pro, iMovie
- Competent at designing logos, mail merged letters from databases and table, business cards as well as presenting data in different charts and coming up with professional design layouts.
- Promotion skills and advertisements.
- Capable of handling technical tasks
- ICDL certificate of completion

ADDITIONAL SKILLS

- A bit of experience with MICROMEDIA PROGRAMS like FLASH 8
- Professional in fine arts, design, sculptures and photography.
- Shortlisted in the Sheikha Manal Young Artist Awards
- Always pays attention to instructions and data
- Capable of collecting information and putting it In the right formats, table, database, mail merge, leaflets, etc
- Like to work in an organized environment
- Capable of helping in organizing events and planning.
- Cooperative and multi task person.
- Good team worker and leader

LANGUAGE

Arabic native speaker

English GCSE literature and IGCSE reading and writing

Education

1993-2001

Al Ittihad Private School

Achieved 4 certificates of recommendation
Ranked 3rd top class student 3 years in a row

2001-2008

Latifa School for Girls Dubai (LSG)

A prize winner for ART and Design
Ranked in the top 10 best AS students worldwide in Art and Design

2009-2012

Zayed University

Major
Concentration

BA in Communication and Media
Integrated Strategic Communication

Electives in

Fine Arts

Work Experience

- Winner of StartUp Weekend Dubai (Founder of Mehnati project)
- Interned at PEPSICO company
- The Rabbit Hole event
- Dubai Cares event, renovating shelters at Ajman school
- Dubai Media Incorporation charity exhibition for handicaps
- Habitat For Humanity - Sri Lanka
- TedxDubai Women
- Gulf Film Festival
- Dubai International Film Festival
- Arab Media Forum
- Dubai Press Awards
- Shaikh Majed Awards
- Young Entrepreneur Competition
- Down syndrome walkathon event at Dubai Mall 2010
- Emirates Airlines trainee at the Human resources department.
- Down Syndrome Association Dubai.
- Participated in Al Noor Centre in 2007
- Participated in the National Thalaseemia charity day in 2006/2007

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