

PERSONAL INFORMATION

Asmaa Y. Shaheen



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Sex Female | Date of birth 5 May 1995 | Nationality Palestinian

Computer Systems Engineer

WORK EXPERIENCE

1 Aug 2019–31 Dec 2020

Researcher, Administrative and Technical Assistant (Project Coordinator) Palestine Technical College, Deir Al Balah (Palestine)

- In the program "International Master of Science on Cyber Physical Systems", MS@CPS in the Palestine Technical College - Deir Al-Balah. Co-funded by the Erasmus+ Programme of the European Union.
- Preparing Financial and Procurement documents
- Following up of the project implementation plan, procurement plan and budget
- Needs Assessment, Curriculum Development and Accreditation
- Follow up, Monitoring & Evaluation, Reporting, Quality Measurement Reports.
- Organizing events and workshops.
- Project Proposals Writing.
- Providing technical support.
- Management of a research project and writing a scientific paper.
- Organizing team meetings and submitting monthly reports.

1 Feb 2020–31 Dec 2020

Lecturer (Part-time)

Al-Aqsa Community College, Gaza (Palestine)

- Teaching the Digital photo and video editing using (Adobe Premier and Audition).
- Participated in the discussion of graduation projects for multimedia students.
- Teaching the Freelancer skills to multimedia students.

13 Jun 2019–17 Dec 2019

Computer Engineer

Ministry of Labour, Deir Al Balah (Palestine)

- Technical support and solving software problems.
- Design e.g. cards, pictures, brochures, flyers...etc.
- Create reports and entry data with dealing different system.

- 1 Oct 2018–16 May 2019 Lecturer in Engineering Department Profession**
Palestine Technical College, Deir Al balah (Palestine)
- Teaching the principles of the electrical courses.
 - Teaching maintenance of digital receivers' course.
 - Teaching many labs e.g. digital logic, microprocessor, physics, android basics, electrical circuits, Arduino, electrical measurements and electronic lab.
 - Teaching technical drawing course.
 - Lab technician.
- 2 Jan 2019-30 Sep 2019 Arduino Trainer**
Gaza Incubator for Renewable Energy, Gaza (Palestine)
- Training and teaching more than 30 engineers on Arduino in theory and practice.
 - Apply more than 20 simple projects using Arduino in practice.
 - Dealing with both programs: Arduino and Proetus.
- 2 May 2018–30 Sep 2018 Computer Programmer and System Administrator**
Culture & free Thought Association, Bureij (Palestine)
- Provide technical and software support for the information management program.
 - Developing and modifying the Center's information entry program.
 - Program maintenance and processing formats that appear in the data input.
 - Monitoring the outputs of the program by examining the accuracy of the reports issued.
 - Introducing health data through the information management program.
 - Statistical reading of the input data.
- 1 March 2018–present Work as a Freelancer**
 I work with experience, specialization, and strength in the following
- Web programming and design (Full-stack web development).
 - The building of any website using WordPress, Blogger, Joomla.
 - Project management and coordination.
 - Professional Data entry.
 - Analysis of algorithms.
 - Writing of report & proposal of projects.
 - Business plan, business model and budget studies.
 - Test of web/mobile application.
 - Design the logos, flyers, Brochures, etc.
 - Writing the scientific papers and publish in international journal.

EDUCATION AND TRAINING

- 01 Sep 2013–25 Jun 2018 Bachelor degree for Computer Systems Engineering**
Palestine Technical College-Deir El Balah, Gaza (Palestine)
- The General Evaluation: Excellent with GPA 92.28

- 1 Oct 2012–30 Jul 2013** **General Secondary Certificate (twjjehe)**
Shohada Deir Al -Balah, Deir El Balah (Palestine)
- The General Evaluation: Excellent with GPA 94.8
- 1 Sep 2020–30 Oct 2020** **Freelance TOT for Academic**
Gaza Sky Geeks/Mercy Corps
- 5 Nov 2015–23 Feb 2016** **Full-stack web development**
Abdul Muti Al Rayes Secondary, Gaza (Palestine)
200 hr.
- 26 Apr 2017–Present** **Full-stack web development**
Online Udemy, lynda website, Gaza (Palestine)
Online course over Internet all the time.

PERSONAL SKILLS

Mother tongue(s) Arabic

Foreign language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	VeryGood	Excellent	VeryGood	VeryGood	Excellent

- Communication skills**
- Good communication skills gained through my experience work as a computer system engineer in many places.
 - Good communication skills gained through my experience as trainer, teacher, coordinator, manager

- Organisational / managerial skills**
- Leadership (currently responsible for a team of 10 people)
 - Good organisational skills gained as computer engineer.
 - Good organisational skills gained as administrative and technical assistant.
 - Good team-leading skills gained as Arduino trainer.
 - Team Work Skills.
 - Preparing annual and strategic plans, Organizing events.

- Job-related**
- Good Managerial skills
 - Good Knowledge in Financial Management

- Excellent Communication and Team Work Skills
- Excellent Report Writing
- Data analysis and evaluation, planning, assessment.
- Communications and oral presentations
- Academic in Computer Engineering
- Software analysis
- Full -stack web development
- Project Coordinator
- Project Administrative
- Technical support
- Trainer

Other skills

- Administration All Operating Systems Windows.
- **Computer Skills:** word, powerpoint and execal office, photoshop, movie maker, endnote, android studio, adobe dreamweaver, matlab, visual studio, brackets, netbeans, sothin logo maker, team viewer and kelk.
- **Database Skills:** oracle and mysql, Backup Solutions.
- **Programming Skills:** C/C++/C#, VB, MATLAB, JAVA, Assembly, PHP, Wordpress, Blogger, MySQL, Orcale, Laravel, HTML, CSS, JAVASCRIPT, JQuery, and Andriod.

ADDITIONAL INFORMATION

Publications

1. E. Edwan, A. Shaheen and A. Alloh, "Assets and Keys Management System Using NFC Technology," 2018 International Conference on Promising Electronic Technologies (ICPET), Deir El-Balah, 2018, pp. 8-12
<https://ieeexplore.ieee.org/document/8531221>
2. E. Edwan, F. Shaheen, A. Shaheen and A. Sarsour, "Automated NFC-Based System for Management and Tracking of Assets in Sharing Economy," 2019 International Conference on Promising Electronic Technologies (ICPET), Gaza City, Palestine, 2019, pp. 45-49.
<https://ieeexplore.ieee.org/document/8925320>
3. Ishaq et al., "Work in Progress – Establishing a Master Program in Cyber Physical Systems: Basic Findings and Future Perspectives," 2019 International Conference on Promising Electronic Technologies (ICPET), Gaza City, Palestine, 2019, pp. 4-9.

<https://ieeexplore.ieee.org/document/8925328>

References

- **Dr. Ezzaldeen Edwan**, Assistant professor at Palestine Technical College Deir Al Balah, Mobile: +970595189775, Email: ezedwan@ptcdb.edu.ps.
- **Morad Alloh**, Arabic Teacher at Manfalauti School, Mobile: 0595403124.
- **Eng. Raed Murad**, Electronics Engineer at Palestine Technical College- Deir Al Balah, Mobile: 0567120680, Email: rmurad@ptcdb.edu.ps

Why Me?

- **5 Years' Experience in This Field.**
- **Develop Relationships with Co-Workers.**
- **Problem-solving skill.**
- **Setting Priorities for Action.**
- **The Ability to Learn and Improvement.**
- **Able to Work Under Pressure for A Long Time.**
- **Ability to Work Individually and Collectively and Also, I have Leadership Skill.**
- **Travel to Any Country in The World.**
- **Respect time.**
- **Ability to work within a team.**
- **Ability to write administrative and technical reports, plans and proposals.**
- **Ability to conduct discussion sessions, workshops, course and seminars**