

Ghadeer Merwan Kehail

Personal Information

Date and place of birth	28/12/1995 (Gaza)
Email	ghadeer.merwan@gmail.com
Mobile	+972-597717166

Professional experience

- Managing Facebook page for Albawaba, June 2018 till now.
- Managing social media accounts for Computer Land Center, July 2017 till now.
- Managing social media accounts for Jamalek beauty center, Jan 2021 to Oct 2021.
- Administrative Assistant at Mazaj, Dec 2020 to May 2021.
- Project coordinator at Computer Land Center (GGateway, SOS, WAC in additional Computer Land Center courses), Jan 2019 to June 2020.
- Managing social accounts for Aldokan online, May 2017 to May 2020.
- Managing social accounts for Diet Care Center, Aug 2019 to Sep 2019.
- Training E-WORK project, Feb 2018 to June 2018.
- Manage a Snapchat account for tourism companies at Freelancer, Nov 2017 to Dec 2017.

Courses

- Digital Marketing & Freelancing, 130 hours - Women's Affairs Center (WAC), at Dec 2020.
- Management and development, 40 hours - University College of Applied Sciences, at Nov 2020.
- Digital Marketing, 40 hours - Google, at Oct. 2019.
- Diploma in Digital Marketing, 90 hours - Computer Land Center and Education Ministry of the Palestinian National Authority, at May 2019.
- Graphic Design, 40 hours - Computer Land Center, at Nov 2018.
- WordPress, 60 hours - E-WORK project, at Dec 2017.
- WordPress, 48 hours - Freelancing BootCamp, at Nov 2017.
- Digital Editing & social media, 40 hours - Computer Land Center, at Aug 2017.
- Freelancing Skills, 30 hours - Computer Land Center, at Feb 2016.
- ICDL, 40 hours - Computer Land Center, at Oct 2013.

- English Language "intro", 25 hours - The Continuing Education Center, at Aug 2013.
- Level 7, 30 hours - Amideast, at July 2011.

Achievements

- 2017 Graduation project accepted to be published in scientific Journal for Economics & commerce - Faculty of Commerce - Ain shams University.
- 2017 I was honored by the Palestinian Ministry of Culture.
- 2017 In the T.Q.M subject, my project was selected from among the projects for implementation.
- 2016 my project was evaluated as one of the top five projects at the college level.

volunteer

- Training 50 hours of practical life skills and 35 hours of work distance, Palestinian Foundation for Education (PEFE) for Employment from Dec 2019 to Jan 2020.
- Managing social accounts for Youtubers Gaza Club, May 2017 to May 2018.
- Managing social accounts for Al-Mamoun for Translation, Feb 2018 to June 2018.
- Training in Paltel from 1 of Jul 2017 to 30 of July 2017.
- Training in the Jawwal from 10 of Jan. to 25 of Jan 2017.
- Volunteer in University College of Applied Sciences (UCAS), from July to Sep 2016.

Skills

- Social media management (Facebook, Twitter, Instagram, and Snapchat) "SMM".
- E-Marketing "SEO".
- Microsoft Office programs.
- Web design using WordPress.
- Photoshop and Premiere and Adobe XD.
- Search using internet and e-mail.
- YouTube usage, channel creation and management.
- Data entry in Arabic and English at medium speed.
- Create presentations using PowerPoint.
- Create questionnaires using google sheet.
- Reading and improving self-learning skills.
- Working in a team.
- Work under pressure.

- Education**
- 2013-2017 B.Sc. in Management with Technology - University College of Applied Sciences - Gaza, Palestine.

Languages

Language	Reading	Writing	Conversation
Arabic	Mother language		
English	Good	Good	Good

References

Name	Workplace	Phone Number
Emad O. Kehail	Al-Rahma for Relief and Development	0599444100
Mohammed Hania	Manager of Mazaj	0567500005
Sanaa Sayegh	Lecturer in University College of Applied Sciences (UCAS)	0597090866
Mohammed H. Alafifi	Lecturer in University College of Applied Sciences (UCAS)	0599864186
Khaled Shbeir	Director of Fares Al Arab Projects	0599262442

[All documents are available upon request.](#)