



## Akram Hijazi

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Date of birth: 19/12/1966 |

**Nationality:** Palestinian (Autonomous Palestinian Territories) | **Gender:** Male |

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Whatsapp Messenger: +905528702070 |

Esenler - Textile Kent, Blok A 11 Kat 3 - Daire 48, Istanbul, Turkey

### ● WORK EXPERIENCE

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01/09/2009 – CURRENT – Ramallah, Autonomous Palestinian Territories

**PR AND TRAINING MANAGER – FEDERATION OF PALESTINIAN CHAMBERS OF COMMERCE, INDUSTRY AND AGRICULTURE**

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1. Managing and coordinating the following training programs:
  - Ecommerce for Businessmen in Hebron (including course design)
  - ICDL for industrial sector in Hebron District
  - Office Automation for Administrative Assistants
  - Public Relations for Industry
  - MS Office and other MS Products
  - Installing and configuring office networks
  - SPSS Courses.
  - Graphics Design for Shoes Industry sector in Hebron
  - 3D Studio and Corel Draw FOR Designers
  - E-Business Courses in cooperation with GIZ
2. Performed all PR duties
3. Performed all HR duties
4. Contacting Local Organizations
5. Contacting Foreign Organizations
6. Preparing and Managing all publications in HCCI and FPCCIA
7. Managing and following up the HCCI Internet Site
8. Coordinating all the training programs for the Indian Embassy in Hebron District for 5 years.

Transportation and storage

01/01/1992 – 30/08/2009 – Hebron, Autonomous Palestinian Territories

**PR MANAGER – HEBRON CHAMBER OF COMMERCE AND INDUSTRY**

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  - Ecommerce for Businessmen in Hebron (including course design)
  - ICDL for industrial sector in Hebron District
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I'm the Founder, and Owner of M&A Group Company, three activities for this company:

- 1- Export Import upon our customers request from all over the world
- 2- Buying and selling properties in Turkey for our Clients
- 3 E-Commerce: with The E-Tree Platform. we are connecting businesses with each other and with their customers using the Drop Shipping Methodology

## ● **EDUCATION AND TRAINING**

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01/06/2017 – 01/10/2020 – Abu Deis, Jerusalem, Autonomous Palestinian Territories

- **MASTER IN ORGANIZATION BUILDING AND DEVELOPMENT – Al Quds University**
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[www.alquds.edu](http://www.alquds.edu)

01/07/2007 – 01/07/2009 – Bethlehem - West Bank, Bethlehem, Autonomous Palestinian Territories

- **PROFESSIONAL DIPLOMA / E-BUSINESS – Bethlehem University**
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[www.bethlehem.edu](http://www.bethlehem.edu)

01/01/2003 – 31/12/2005 – Hebron - West Bank, Hebron, Autonomous Palestinian Territories

- **PROFESSIONAL DIPLOMA IN TRAINING OF TRAINERS – Palestine Polytechnic University**
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[www.ppu.edu](http://www.ppu.edu)

## ● **LANGUAGE SKILLS**

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Mother tongue(s): **ARABIC**

Other language(s):

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	<b>UNDERSTANDING</b>		<b>SPEAKING</b>		<b>WRITING</b>
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	C2	C1	C1	C1	C1

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## ● **DIGITAL SKILLS**

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Microsoft Office | Microsoft Word | Microsoft Excel | Microsoft Powerpoint | Outlook | Zoom | Skype | Facebook | Instagram | Social Media | Google Docs | Google Drive | LinkedIn | Twitter | Microsoft Teams | Organizational and planning skills | Motivated