

Menna Alhaa Mustafa Amer

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Marital Status: Single

Date of Birth: 1th of Dec. 1992

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OBJECTIVES

A challenging career opportunity where my academic background, field training experience and skills can be applied and further developed.

EDUCATION

2019 Master's degree in old testament studies, at Cairo university faculty of art, grad Excellent.

2014 PRE-MASTER Grade very good.

2013 Art licentiate, Hebrew Section, Cairo university, Grade Good.

2009 Giza secondary school for girls, The literary section, Grad 88.5%

WORK EXPERIENCE

- **Digital Marketing, At Afaak Academy, 2020.**
- **Assistant Administrator, At Afaak Academy, 2020.**
- **SEO FREELANCER, at sysguardms website, 2020.**
- **Hebrew Instructor at Afaak Academy, 2019.**
- **Voice Over At appen Company, 2019.**
- **Freelancer at Leapforce Company, 2017-2018.**
- **Video Script writer at al nas lel nas project, 2018.**
- **Freelancer writer at al yomelgded magazine, 2016-2017.**
- **Translator and editor Hebrew and English translator at Elwatn news website, June 2015-September 2016.**
- **English and Hebrew TRANSLATOR, EDITOR, SCRIPT WRITER AND RADIO ANNOUNCER at E7telal – احتلال news website, June 2016, program name: the Judaism and its mysteries.**
- **Radio announcer El Sawy Culture wheel, 2014.**

COURSES

- **2020 SEO Digital Marketing, From Google & Edraak.**
- **2020 Motion Infographic, Edraak.**
- **2020 Digital Presence, google & Edraak.**
- **2019 Digital Marketing Foundation, (Nadris).**
- **2018 Basics of Arabic grammar, (Edraak)**
- **2018 The Art of Public speaking, (Edraak)**
- **2017 Arabic Grammar Course Cairo University, Dar El- Aulom collage, Cairo university.**

- **2017** Magic and wizards in the balance of Islamic law, **Zady Academy**.
- **2017** Foundations of scientific research, (**Edraak**)
- **2017** ISDL course, Faculty of Engineering, **Cairo University**.
- **2017** Scientific research skills for Humanity studies, **Art Collage, Cairo University**.
- **2017** Astronomy course. (**Youtube**)
- **2017** Emotional Intelligence. (**Edraak**).
- **2017** Travel literature, (**AUC- Edraak**).
- **2016** ATEFL, Point 500, **Cairo University**.
- **2016** Effective communication skills. (**HP Life**).
- **2016** The six axes of success (**American University of Beirut**).
- **2016** English conversational skills for beginner, Three Levels, (**British Council**).
- **2016** Marketing on social media. (**HP Life**).
- **2016** Problem-solving and decision-making, (**Edraak & Lebanon University**).
- **2016** Effective Leadership. (**HP Life**).
- **2016** Communication skills. (**Edraak**).
- **2016** The fundamentals of rearing. (**Edraak**).
- **2016** Introduction to the critical thinking, (**Ilmy**).
- **2012** Hebrew Course Afaak Academy **grade Excellent**.
- **2012** Press and Radio broadcast Course **Cairo University**.

COMPUTER & LANGUAGE SKILLS

- **Languages:** Arabic (Native), Fluent in Hebrew and English, Good in Latin and Syriac, fair in German, and Good in Hieroglyphic.
- **Computer Skills:** Excellent Knowledge of the Internet, good typing speed in Arabic, English and Hebrew, advanced Searching. Skilled in using Windows and Microsoft Office suite including MS. Word, PowerPoint, Excel, Adobe Photoshop and online website for designs.

ACHIEVEMENTS

- **My Account on Behance for designs**, <https://www.behance.net/Mennaalhaaamer> , 2020.
- **Program on Youtube channel about Religions and old testament**, بوابة السماء, https://www.youtube.com/channel/UC8IYhpQfE9Axcoq_gboudTw?view_as=subscriber ,2020.
- **Writing Arabic articles on my blogs**, <https://sha3arhashamim.blogspot.com/> بوابة السماء 2019, <https://a7lim2awim7ib.blogspot.com/> 2016. قاوم، احلم، حب
- **Published My first poem book in Arabic**, under the name "between the sky and the earth", 2016.
- **Awarded a prize** in Arabic poetry at the festival zaraka al yamama for poet Egyptian Women, 2016.
- **Assistant in the broadcasting group** at the faculty of art Cairo University, 2012.
- **Writer** at the faculty of an art magazine, 2012.
- **PRESENTER AND SCRIPTWRITER** Radio Zashanak 2012-2013 Program name: masr be shakl gided, 2012.

References Presented Upon Request