

Joudi Diabi

Social media executive

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- 1996-01-01



Dear recruiting manager:

I am an enthusiastic individual who enjoys keeping ahead of the same in terms of social media. I enjoy using social media on a personal and professional level, and I enjoy helping businesses to improve their communications with the outside. I have excellent communication skills, and I am able to present details and campaigns to my clients and potential clients. In addition to my experience working as a Sales & Marketing Executive, I am a Valid Qatar Driving License Holder. I have good Marketing skills, and I am capable of handling outside field works. I also have the awareness of Qatar present market conditions, and Qatar' routs. I enjoy working as a marketing person because I have good contact with my Clients. My strong technical knowledge, and knowhow we can increase our companies Profitability, bring more business from the market. I am eager to continue in a social media/marketing type role and want to progress my career in this area, and feel that I have gained a lot of experience to date and can use my skills wisely.

Regards,
Joudi Diabi



Experience

2016-01 - 2018-12

Hostes

Freelance

Hosting for different events as a part-time worker.

2015-03 - present

IELTS invigilator, Marshall, and registration front desk staff

British Council Qatar

Working at the British council for five years with the exam department in the following roles:

- IELTS invigilator.
- Marshall.
- Registration and administration.

2017-01 - present

Support staff

British Council Qatar

As a support staff for the project department at the British council, i had to cover the following job roles:

- Managing various events for the British council that did cover the following purpose:
- The Alumni awards.
- The 105+db sound installation in Souq Waqif.
- The LEGO bridge.
- The panel discussion at QNL.
- The panel discussion in musheireb museums.
- Panel discussion in MIA.

2017-01 - 2018-01

Marketing officer

Nasaem Al Huda trading and constructions

My experience with Nasaem Al Huda trading and constructions did include:

2018-06 - 2018-07

- Looking for business to business opportunities.
- Improving the company profile by creating their annual sales strategy.
- Clients communication and contracts preparation
- Marketing and PR.

● **Internship**

Al-Ahli bank

I conducted a research about the Qatari market along to Al-Ahli bank competitors, where i was able to discover all the hidden needs in the market.

In addition, i was able to deliver a strategy for the bank in order to develop their services and products line in the next couple of years.

2018-12 - present

● **Social Media Executive**

Ghaliah Company

Accounts managed by me

- Graze.qa
- B/attitude spa
- 100 Café
- Aimee’s restaurant
- Al-Bahia beauty salon
- Douche spa
- Lady lavender beauty salon

In my role as Social Media Executive I help my clients with their social media for their companies.

My responsibilities include:

Speak on a regular basis to my clients about their social media.

- Update Facebook, Instagram , Twitter and any other social media feeds as required
- Look at ways if improving my clients social media and managing it.
- Marketing and PR
- Creating presentations for clients with what services we can offer to them.
- Keeping up to date on all aspects of social media.
- Hosting events for well-known brands.



Education

2012-09 - 2013-06

● **Al Mujtama High School, Doha, Qatar**

I did study in Syria until 2012, where i had to continue studying my last high school year in Qatar.

I joined Al Mujtama High School, Doha, Qatar and graduated in 2013.

Percentage of high school: 92.4%

2014-02 - 2018-07

● **Qatar University, Marketing, International business, GPA 3.18**



Skills

- Communication ● ● ● ● ● ●
- Ability to Work Under Pressure ● ● ● ● ● ●
- Decision Making and time Management ● ● ● ● ● ●
- Self-motivation ● ● ● ● ● ●
- Conflict Resolution ● ● ● ● ● ●
- Leadership ● ● ● ● ● ●
- Fluent in Arabic and English. ● ● ● ● ● ●

2018-07

2016-01



Languages



Licenses



References

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