

Islam Jamil Abu-Dawod

Personal Information

Address: Wad alhareia St., Hebron, Palestine.

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Date of Birth: 04/02/1984.

Marital Status: Married.

Sex: Female.

Nationality: Palestinian.

Education

- Palestine Polytechnic University, Hebron, Palestine, B.Sc. in Information Technology, (June/2006).
- Al-Sharaiah School, Hebron, Palestine, High School, Scientific Stream, (2001/2002).

Practical Experience

- Center of Excellence and Continuing Education, Palestine Polytechnic University, Hebron, Palestine, Marketing, Promotion and Media, (01/November/2018 – Till Now).
- Center of Excellence, Palestine Polytechnic University, Hebron, Palestine, Administrative Assistance and Coordinator, (2016 – Till Now).
- Center of Excellence, Palestine Polytechnic University, Hebron, Palestine, Graphics Designer, (28/October/2008 – Till Now).
- Al-Resalah University Services and Recruitment Company, Hebron, Palestine, Secretary, (April/2007 – January/2008).

Training and Mentors Experiences

- Business Mentor for Entrepreneurship Projects, 2019.
- Computer training for Garage Managers, Center of Excellence and Continuing Education, Palestine Polytechnic University, Hebron, Palestine, (10 Hr. 09/2019).
- E-Learning Training using MOODLE platform training, Center of Excellence, Palestine Polytechnic University, (30 Hr. 08/2013).

Training

- Edraak, Online Course, E-Marketing - Management of Paid Digital Campaigns, (January/2019).
- GIZ, Hebron, Palestine, Learning Management System (MOODLE 2.7), Hebron, Palestine, (40 Hr. December/2014 – February/2015).
- GIZ, Hebron, Palestine, Web Development (Drupal), Hebron, Palestine, (40 Hr. October-December/2014).
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, SharePoint 2013, (80 Hr. March-April/2014).
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, Entrepreneurship & Business Plan Writing, (56 Hr. June/2012).
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, Customer Relationship Management (CRM), (65 Hr. October/ 2011).
- PICTI/PITA, Ramallah, Palestine, Maya 3D Animation, (80 Hr. January/2010)
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, 3D Design Using 3Ds Max, (40 Hr. July/2009 – August/2009)
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, E-learning, (30 Hr. June/2009 – July/2009).

- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, Web Pages Programming using PHP, (60 Hr. March/2009 – June/2009)
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, Innovation Software Engineering Center (ISEC), (April/2008 – March/2009)
- PITA, Ramallah, Palestine, Web Design (HTML, JavaScript, Dreamwaver, Photoshop, Flash, Image Ready, Adobe Illustrator, Sothink Glanda), Marketing, Business Communication, and Financial Analysis, (March/2008).
- Hebron Municipality Public Library, Hebron, Palestine, Basic Flash Designer (Macromedia Flash MX), (March – April /2006).
- Brothers for Computer & Software Company, Hebron, Palestine, Computer Maintenance, (22/February- 23/March/2006).
- Friends of Fawzy Kaawash IT Center of Excellent (FFKITCE), Palestine Polytechnic University, Hebron, Palestine, IT Training Camp, (80 Hr. January/2006)
Camp Content: Communication Skills, Interviewing Techniques, IT Essentials, Computer Maintenance, Susie Linux, Unified Modeling Language (UML), Web Design using PHP (Dreamwaver).

Certificates of Appreciation

- Hebron Chamber of Commerce & Industry, Hebron, Palestine, Entrepreneurship Competition Hebroneur Initiative, (2014).
- Palestine Polytechnic University, Hebron, Palestine, Third International Conference on Mathematics and Physics, (July/ 2012).
- Palestine Polytechnic University, Hebron, Palestine, Second Tri Partnership Conference Academic Government Industry Partnership “AGIP”, (July/ 2012).
- Palestine Polytechnic University, Hebron, Palestine, PPU Young Women IT Entrepreneurship and Incubation Project, (February/ 2012).

- Palestine Polytechnic University, Hebron, Palestine, 3rd Palestinian International Conference on Computer and Information Technology “PICCIT”, March/ 2010).

Graduation Project

- An e-learning project for Introduction to Computer course, Using "MOODLE" environment in a professional way.

Computer Skills:

- Graphics and Multimedia (Photoshop, illustrator, Premiere, 3Ds MAX, Maya 3D Animation, ...).
- M.S Office (Word, PowerPoint, Excel, Outlook).
- Open Source CMS (Content Management Systems): MOODLE, JOOMLA, Drupal.
- Programming Languages (VB6, Scripting Languages and web technologies: ASP.NET, Java script, HTML, and XML).

Languages & Skills

- Arabic – Native.
- English – V. Good read and writes.
- Strong communication and interpersonal skills.
- Willing to learn and develop in the role.
- Ability to work in teams and independently.
- Self-disciplined with good time-management skills.

References

Certificates and references will be available upon request.