

Fathayha Salameh Abdullatif Younis

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EDUCATION

University of Sharjah

Bachelor degree in Applied Biotechnology

WORK EXPERINCE

Sheikh Mohammed center for cultural understanding Cultural Intelligence Presenter / Administration Executive public relation coordinator

Dubai, UAE
2016-2020

- Welcome guests, correspondence to telephone calls answering inquiries and customer support, sales in being persuasive to encourage walk in guests to join programs, Calendar and Bookings handling on Salesforce, managing visitors payments and enquiries.
- Introduce the Emirati culture and history to visitors of the UAE, reply questions, leading tour itineraries.
- Handling media inquiries and bookings, interviews appointment.

Sales Assistant Al Serkal Group

Dubai, UAE

- Researching and developing strategic partnerships.

July 2015 – December 2015

Nelson Company

Sharjah, UAE

Data Analyst

Dec. 2010 - January 2011

- Checking data performed by others and calling contacts.
- Making statistics about the numbers of data

Al- Dana for printing Administration

Sharjah, UAE
July 2010 - Nov. 2010

Deira Montessori Group

Dubai, UAE

English teacher

March 2015 - July 2015

- Educate children from age 2 to 3 on the Alphabets in creative methods

SKILLS AND INTRESTS

- Public speaking and communication (Arabic and English)
- MS Office, Sales Force (CRM programs)
- Excellent team managing skills
- Target and solution oriented
- Analytical analysis and quick learner
- Team worker and Self-motivated

- Positive attitude and dedicated
- Excellent communication and negotiation skills.
- Working under deadlines and pressure
- Proficient in PCR (Polymerase Chain Reaction)

Interests: keen in learning new things regarding work in a way that I have new knowledge always

CERTIFICATION

-attended the Fifth International Date Palm Conference and General Secretariat of Khalifa International Date Palm Award 16-18 March 2014, Abu Dhabi, UAE.

- Participated in 2nd Biotechnology exhibition 2011
- Participated in 3rd Biotechnology exhibition 2012
- Participated in 4th Biotechnology exhibition 2013

OTHERS

Nationality: Jordanian

Born in 22/12/1992