

**Samia G.S. Sukkar**

Age: 24

Nationality: Palestinian

Residing in: United Arab Emirates, Al Ain city

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Education

Aug. 2014 – May. 2018 **Bachelor of Arts, English Language and Literature**
Al-Azhar University, Gaza
(87.7%) grade average

2011 – 2014 **Dalal Al Moghrabi High School , Gaza**

Professional Experience

Content Writer and Translator at Aktoblak Company for Digital Content
(Oct.2016 - Mar.2018)

Duties:

- Provide translation and interpretation services from English to Arabic and vice versa.

- Write high-quality content articles in various topics such as labor issues, social media, cultural diversity, environmental issues, youth, and general society.
 - Handle the task of editing and proofreading content before uploading it on web pages.
 - Perform extensive web research to collect pertinent data related to assigned article.
 - Check translation of technical terms to ensure they are accurate and remain consistent throughout translation revisions.
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Volunteer Experience

May.2019 -Sept.2019 **Coordinator at Culture & Free Thought Association**

Coordinating and participating in a number of seminars and social events including:

- Two seminars to support breast cancer patients and analysis of the role of media in promoting the concept of human dignity.

Sept.2014 -Mar.2015 **Psychosocial Supporter at Doha al-Ebdaa Institution for creativity, Culture and Arts**

A volunteer team member in field visits to provide psychological and social support for certain categories include:

- Making visits to schools and helping students to draw as a way to express their negative feelings.
- Participating in an entertaining celebration and giving gifts to children in an orphanage.

Personal Skills

- Extensive knowledge of best practices for content marketing on the internet
- Proficiency in writing email messages
- Excellent English and Arabic speaking and writing skills
- Ability to generate content in a clear manner
- Intercultural communication and multinational business environment

- Executive secretarial and administrative support
- Efficiency in researching and documenting sources
- Excellent skills in copywriting
- Thorough knowledge of grammar and syntax
- Team player
- Open minded and highly adaptable to new ideas
- Able to work from home and produce Content on a regular basis
- Have the perseverance needed to keep going when things get tough

Technical Skills

Microsoft Office (Word, Excel, PowerPoint, and Access)

Good typing speed

Social media marketing

Language skills

- Arabic: Native
- English: Fluent
- French: Intermediate

Areas of Interest

- Public awareness and education
- Developing contact
- Writing and translation
- Administration
- Literature and Arts
- Event planning
- linguistics

References

References are available on request