



Curriculum vitae

PROFILE

To expand skills and experience within the communication, management and marketing department of an international company or association.

Personal Information

SURNAME / FIRST NAME

Jonid Alsabbagh

Dania

ADDRESS

Jalan Jelatek, Setiawangsa,
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Dania1alsabbagh@gmail.com



NATIONALITY

Syrian

DATE OF BIRTH

01.01.1999

GENDER

Female

Work Experience

DATES

2018

POSITION

Marketing person during International University of
Malaya-Wales (IUMW) education fair.

RESPONSIBILITIES

- Attract the public to visit IUMW and get more information about this university.
 - Gain at least 100 individuals to sign and provide their information.
 - Distribute goodie bags to the public who visit IUMW booth.
 - Explain and Elaborate about the courses and academic programs that IUMW offers.
- Mid Valley exhibition center, Mid Valley Mall, Kuala Lumpur, Malaysia.

EMPLOYER / ADDRESS



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Work Experience

DATES	2018
POSITION	Host for IUMW Feb Orientation
RESPONSIBILITIES	<p>Greet the audience, and prepare the audience for the program ahead</p> <p>Give speeches and presentations to the audience that includes IUMW top management, departments and new students and their families.</p> <p>Representing the university.</p> <p>Monitoring the agenda of the event.</p> <p>Introducing performers and speakers.</p>
EMPLOYER / ADDRESS	<p>Facilitator of the event.</p> <p>International University of Malaya-Wales Sdn. Bhd.</p> <p>1st Floor, Block A, City Campus, Jalan Tun Ismail, 50480 Kuala Lumpur, Malaysia.</p>
DATES	2017 - 2018
POSITION	Student helper of IUMW Orientations.
RESPONSIBILITIES	<p>Serves as a positive role model for new students and their families.</p> <p>Attend and actively participate in the orientation programs.</p> <p>Acquaint new students with campus services, activities, facilities, and campus rules and regulations.</p> <p>Encourage new students to fully participate in the university environment.</p> <p>Lead campus tours for incoming students.</p> <p>Aid in the development of new students' class schedules and assist with the registration process.</p> <p>Manage additional responsibilities as/ if assigned.</p>
EMPLOYER / ADDRESS	<p>International University of Malaya-Wales Sdn. Bhd.</p> <p>1st Floor, Block A, City Campus, Jalan Tun Ismail, 50480 Kuala Lumpur, Malaysia.</p>



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Education and Training

DATES	2018 - Present
QUALIFICATION AWARDED	Bachelor of Professional Communication (Honor) – Faculty of Communication, Arts and Media. (final year)
INSTITUTION	International University of Malaya-Wales Sdn. Bhd. 1 st Floor, Block A, City Campus, Jalan Tun Ismail, 50480 Kuala Lumpur, Malaysia.
DATES	2018
QUALIFICATION AWARDED	IELTS Academic
INSTITUTION	British Council, Ground Floor, West Block Wisma Selangor Dredging, 142C Jalan Ampang, 50450 Kuala Lumpur, Malaysia.
DATES	2016 - 2017
QUALIFICATION AWARDED	Foundation in Arts
INSTITUTION	International University of Malaya-Wales, Kuala Lumpur, Malaysia.
DATES	2016
QUALIFICATION AWARDED	Secondary Education Certificate
INSTITUTION	Secondary Sheikh Badr al-Din al- Hassani legitimacy for Girls. School in Damascus, Syria.

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Skills and Competences

LANGUAGE SPOKEN	Arabic
OTHER LANGUAGE(S)	English
SOCIAL SKILLS AND COMPETENCES	Cooperation and teamwork Listening, verbal and written communication Problem solving
ORGANISATIONAL SKILLS AND COMPETENCES	Time and appointments management Creating and keeping deadline Team management
COMPUTER SKILLS AND COMPETENCES	Operating Systems (Windows) Emails and social media communication tools Typing (Word, Pages, etc) Presentation (PowerPoint, Canva, Prezi etc) Spreadsheet (Excel, Numbers, etc) Graphics and video editing (Final Cut Pro)
INTERESTS AND ACTIVITIES	Arts, Writing, Travel, Photography, Videography and Design