



muhamad junaid sliman

EDUCATION

(2018 – 2020)

Diploma. In Business Administration

iraq –

DOB : 5 May 1999

Raparin - Sulimani - Iraq

+(964) 770 000 00 00

Botan.Ali@gmail.com

EXPERIENCE

May 2019 - Now



Private Sector Project (Survey Officer)

Survey Officer

- Collecting required data's from companies in the Sulaimaniah.
- Meeting new people including (CEO, HR, and owners) of the companies.

April 2016- September 2017

Business Magazine (Sales Executive)

Sales Executive

- Worked in sale and marketing department.
- Learned about the concept of accounting, and quite few projects.
- arranged contracts to the company.
- Learned to deal with local and foreign investors.

April 2nd- September 16th 2016

Company

(2016 Internship Program)

- Had a lectures about Managements skills.
- Had Communication Engineering classes.
- Have learned how to work in a systematic company with very talented and advanced staff.

ABOUT ME

I'm always open to listen to new ideas and views and try to understand them even if they are the opposite to mine. It doesn't mean I'll be convinced but I am willing to fully listen and learn of other points of view.

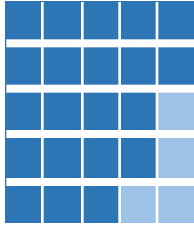
Computer SKILLS

MS Word



Additional Qualifications

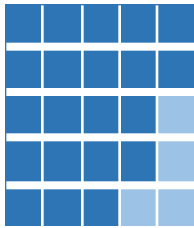
MS PowerPoint



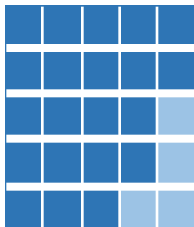
Strengths: Excellent public speaker, enthusiastic about learning, energetic, great communication skills, and last but not least a team player.

Passionate about: Passionate about learning, and have basic knowledge about traveling agencies.

MS Excel



Windows



LANGUAGE

<i>Language Name</i>	<i>Reading Ability</i>	<i>Writing Ability</i>	<i>Speaking Ability</i>
✓ <i>Kurdish</i>	<i>Excellent</i>	<i>Excellent</i>	<i>Excellent</i>
✓ <i>Arabic</i>	<i>Very good</i>	<i>Very good</i>	<i>good</i>
✓ <i>English</i>	<i>Very good</i>	<i>Very good</i>	<i>Very good</i>

GENERAL SKILLS

- Positive work ethic.
- Proficiency in Microsoft Office programs
- Good attitude.
- Desire to learn and be trained.
- Courtesy and Honesty.

- Reliability and Flexibility
- Team skills/ team oriented.
- Flexibility/Adaptability.
- Self-supervising and organized.
- Personal integrity.
- Dedication: Staying on the job until it is finished.
- Ability to listen.
- Commitment to continued training and learning.
- Willingness to take instruction and responsibility.
- Communication skills with public, fellow employees, teachers, student and their parents.

LEADERSHIP & ACTIVITIES

December 2017-now

Organization Youth Network

Volunteer

- Participated in many events in the organization, and helped them out for organizing their events.
- Have learned how to work under stress.
- Have learned how to be a team player and help others to do the best in our events.

November 2017

Autumn and Forgiveness Day

Volunteer

- Hosting and Organizing the event with my colleagues.
- Have learned how to organize an event and convenes people to come to our event and participate in it.

December 2017

HIV Awareness *Volunteer and Organizer*

- Educating and A warning people about HIV and how to keep themselves safe of it.
- Learned how to deal with different types of people.

June 2017

The Sixth Conference in the KTI

Volunteer

- Organizing the conference.
- Have learned to work under stress.

- Have learned to work in a team.
- Have learned to deal with different situations and people.