



ENAS ABDALRAHMAN

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📅 July 18, 2002

📍 Salfit-Bruqin-Al Naqqarah Street

EDUCATION

• Bachelor's Degree in Business Administration :

Al-Quds open University
GPA GOOD
2020- 2024

• High School certificate Stream-Literary :

Bruqin Girls High School
Salfit - Bruqin
2019-2020

LANGUAGE

English : Knowledge work.

Arabic : Native tongue.

Experirnce

● 6 months in 2023

Online Work (Broker) , Al-Qaysar Company

Responsibilities:

- Marketed products including cosmetics, shoes, household items, and decorations through Facebook and Instagram.
- Communicated with customers online and coordinated with the company for product delivery.

Achievements:

- Successfully increased online sales by 20% through targeted social media campaigns.
- Expanded customer base by 15% through effective customer engagement and online communication..
- Attained 100% performance key indicators in sales in 2023.
- Demonstrated exceptional sales performance and consistency in meeting and exceeding targets.
- Contributed significantly to revenue growth and the overall success of the sales team and organization.

● 2022-2023 - 100 hours

Intern , Chamber of Commerce

Responsibilities:

- Gained comprehensive knowledge of various departments and their functions.
- Entered customer information electronically with high accuracy.
- Organized paper archives in a chronological system.
- Created and managed new files efficiently.

Performance Appraisal:

- Received commendation for accuracy and efficiency in data entry tasks.
- Praised for meticulous organization and management of archives.

● Volunteer

Youth Empowerment Program in Palestinian

- Universities (Ana Usharek)[50 hours]



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Skills

● Personal and professional skills

- Sales skills.
- Work under pressure.
- Time management.
- Customer services skills.
- High communication skills.
- handling different types of customer.

● Computer skills

- Fast typing.
- Proficient in Microsoft Excel, Word and PowerPoint.
- Electronic communication with customers.

Training course

- Effective Marketing and Selling Skills,15 h ,2024.
- Effective Communication Skills,15 h,2024.
- Stress Management, Time Management, and Team Management Course,15 h,2024.
- Stepping up your English skills, level one ,15 h, 2024
- Digital Marketing and Communications & Google Application, 40 h, 2022
- Electronic Marketing and Business Page Management, 20 h, 2023
- Professional Selling , Canada global center, Canada,5 hours ,2023

Reference

available as upon request