Maryam Mohammad Abdulla Al Abdool
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Objective:

Seeking employment in public relations field which utilizes my communication skills and allow others to benefit from my experiences and knowledge.

Education:

2010- June 2014 — **Zayed University**, Dubai, UAE,
Bachelor in International Studies, the college of Sustainability Sciences and Humanities
Minoring in Communication and Media Sciences
Zayed scholars – Dean's list (GPA 3.86)

2007- 2010 — **Mariyah Al Qubtiya High School**, Dubai, UAE
98% Grade 12 (highest among nationals in Dubai)

July 2009 — **British Council**, Dubai, UAE
Completed a class at seniors 2c of the "Young Learner Programme"

July 2008 — **"Diploma of Student's Guidance",** Dubai, UAE
Completed the training course in "The student leadership future award from Oxford University.

Work Experience:

March 2015 – current — **External Affairs Assistant, The General Civil Aviation Authority,** Dubai**.**
- Design and implement ICAO Campaign for UAE membership to ICAO council
- Design and implement nationalization program
- Participation and attendance at International meetings
- Manage the authority's stakeholders database
- Relationship management and Participation in Excellence awards

Oct 2014 – April 2015 — **Iqraa, Arabic Learning Center,** Dubai, UAE.
- Arabic Teacher and Coordinator, part time job.

July 2013 — **Work-placement in Ministry of Culture, Youth, & Community Development,** AD & Dubai, UAE
- Strategic Planning Performance Department
- Community Development Office
- Governmental Communication

Sep 2012 — **Peer Assistance Leaders Center (PALs),** Zayed University, Dubai, UAE.
Shortlisted and finalist of Khalifa Awards 2013
- Provide help, advice and guidance on a 1:1 or group basis to peers and maintain records of meetings
- Assist with On Campus events: Careers Fair, Apple Summit, Getex,etc
- Represent as a ZU Ambassador and promote ZU in various events

2010 – current — **Latifa bin Hamdan Club for Skills (LBHCS), Dubai, UAE.**
- Public Relation Coordinator

- Excellence Award Specialist

June 2011 **Administrative Assistant Association of Reform and Social Guidance**, Dubai, UAE.

- Administrator and Guest speaker

Nov 2008 **Representing UAE in "Young Leaders Forum",** AL Riyadh, KSA.

- Public relations coordinator and Guest speaker

Awards and Certificates:

Jan 2017 One of the 5 shortlisted employees for The Prime Minister's Medal for the Distinguished New Employee in the UAE public sector.

Oct 2016 GCC GOV HR Awards for "GCAA Nationalization Program".

Jan 2016 Member of 'Elite Academy' in Qatar Debate Center, Doha, Qatar**.**

Sept 2014 Workshop entitled "*The Gulf Cooperation Council and GCC citizenship*" in Kuwait.

Jun 2014 Zayed Scholar's list for Academic Excellence in Zayed University in Dubai, UAE.

May 2014 IELTS – **6.5**

Mar 2014 Won the Hamdan Bin Rashid Al Maktoum award for Distinguished Academic Performance (the **University student category**)

April 2013 **"**2nd international Universities Arabic Debating Championship" Doha, Qatar.

April 2013 Participated in Secretary Council meeting GCC, Riyadh, Saudi Arabia.

April 2010 Participated in Young Entrepreneurs Competition, **1st place**.

Nov 2008 Training workshop entitled "*Discover your personality leadership*" in AL Riyadh, RSA.

Nov 2008 Training workshop entitled "*Building a Future Leaders*" in AL Riyadh, KSA.

Presentations and Conferences:

May 2013 '**Emirates Views on Expats'** Dubai, UAE.

Nov 2012 **'Are people born leaders or do they acquire the skill of leadership later in life?'** WAGL (Women as Global Leaders, Abu Dhabi, UAE).

Mar 2009 **"Youth and Cultural Consumption"** Youth Forum manually 7, Sharjah, UAE.

Professional Skills:

Computer Skills Advanced in Microsoft Word, PowerPoint, and Microsoft Excel

Language Skills *Arabic* - Oral and written

English - Proficient in oral and written skills.

Driving License Full current clean driving license.

Interests:

- Reading newspapers and books in Arabic and English.
- Traveling
- Professional researching
- Volunteering and helping others.

References:

Dr.Rima Sabban

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