

NESMA NASEEM AL-SALLAQ

Name	NESMA N. AL-SALLAQ
Address	Al Quds str., Gaza, Palestine
ID NO.	803170166
Mobile	+972598082326
E-mail	nesma.naseem@gmail.com
Nationality	Palestinian
Date of birth	28, 04, 1991
Gender	Female

Goal

“I want to try and make a little difference in a big world. Leave it better than I found it“

Education and Qualifications

- **Professional Diploma in Entrepreneurship and Business Applications (36) hrs**
- **Still Student of** Community Development Institute at Islamic University of Gaza
- **Class of** January 2016 – May 2017.

- **International Diploma in Project Management and Business (70) hrs**
- **Graduated from** American International Academy, Board of international trainers, Eadad for Development, Training and consultancy
- **Class of** October – November 2015.

- **B.S of Architectural Engineering**
- **Graduated from** Islamic University of Gaza, Palestine
- **Class of** 2010- 2015.

- **High School Scientific approach**
- **Graduated from** Bashir Al-Rayes Secondary School for girls
- **Class of** 2009.

Employment History

- **International Projects coordinator at Al-Azher University of Gaza .**
 - Gaza, Palestine August 2017 – till now.
- **Projects Manager at Improvement and Development for communities Center (LDC).**
 - Gaza, Palestine January 2017 – February 2017 (Part time).
March 2017 – July 2017 (full time).
- **Project coordinator at El-WAFA rehabilitation hospital and elderly care home (LDC).**
 - Gaza, Palestine September 2016 – February 2017
- **Co-founder of GLAZZA Organization, Belgian Organization cares of Art in conflict zones specially Glass Art of Gaza.**
 - Gaza, Palestine March 2016 – Till Now
- **Project coordinator at IWAN center for architectural Heritage (LDC).**
 - At Islamic University of Gaza, Palestine June 2015 – April 2016
- **Responsibilities:**
 - Supervision of the following fields:
 - a) Projects Unit, which is responsible about:
 - Working in surveying and documentation of historical buildings in Gaza city.

- ☐ Writing proposals of restoration and related projects.
 - ☐ Fundraising coordinating.
 - ☐ Contacting with donors.
 - ☐ Coordinating for conservation projects
 - ☐ Preparing of drawings and quantities for restoration projects
- b) Public awareness of architecture heritage, which is responsible about:
 - ☐ Planning of awareness programs for the old city civilians.
 - ☐ Implementation of the awareness programs on target people
 - ☐ Exhibitions and workshops Coordination
- **Freelancer Proposal Writer for several NGOs.**
 - Gaza, Palestine October 2015 – October 2016
- **Project coordinator of Kanaan project, which is part of International Augmented Med program (funded by EU commission). (LDC).**
 - Gaza, Palestine April 2013 – April 2015
 - Supervising the whole process of Kanaan project from the first concept to the last achievement and publishing it.
- **Trainer at (Heritage of my country) program at Qattan center for kids (LDC).**
 - Gaza, Palestine January 2012 – May 2015
- **Trainee at Iwan center for architectural Heritage**
 - Gaza, Palestine January 2012 – May 2015
 - Working as a **Filed Engineer** in the team of documenting the historical buildings of the Old City in Iwan's archive project, June – July 2012.
 - Working as an **executive committee member** in the second Palestinian Heritage Week and the Third Conference for Architecture and Islamic arts reviving (WHD), and participating in organizing Iwan's Second Exhibition, which established in 21-24 April 2013.
 - Working as a **Member of executive committee** in the first Palestinian Heritage week and participating in organizing Iwan's First Exhibition, 14-18 April 2012.
 - Organize many tours and take field trips for different community groups and local and foreign delegations at archaeological sites.
 - Many of interviews on satellite channels.

Experience & Skills

Social Skills

- Experienced in communicating with clients, employees and partners: these competences were gained from my long experience in training at Iwan center as programs coordinator.
- Hard working
- Team player: gained from participation in many team works and task force in different fields.
- Problem-solving attitude: gained from a training course titled: creative thinking in decision making and problem solving techniques, in addition to my use of these techniques in my work and life.
- Good ability to establish and maintain good working relations with people of different national and cultural backgrounds.

Management

- Able to analyze and design organizational structures and processes.
- Skill in team building and management.

Innovation

- Able to manage change
- Understand creative processes
- Comfortable with risk taking

Personal Characteristics

- Able to work well in teams
- Self-motivated
- Understand conflict management
- Skilled negotiator

- Confident in handling new tasks
- Able to work under tight deadlines

Technical skills:

- Competent with most Microsoft Office programs.
- Able to use many of engineering programs like (autocad, sketchup, 3D max, adobe photoshop, adobe premiere, Camtasia, lumion, sony vegas, ms project, Arc Gis, and others).
- Easy to use any program.

Languages

Languages: Language	Read	Write	Speaking
Arabic (Mother tongue)	Excellent	Excellent	Excellent
English	Excellent	Excellent	Very Good

Personal Interests

- Be updated with all which is new in engineering world.
- Search about new technology at engineering sector.
- Architectural heritage science, conducting research and public heritage issues.
- Like to learn everything is new.

Training courses

- **Online Freelancing (Technical, Legal, and Financial skills) 2018** **14 July – 31 July**
 - Elancer.ps
- **English Academic writing course (45) hrs** **February – March 2018**
 - Amideast Center
- **Summer School ICT4ST2D , The Contribution of ICTs to Sustainable Tourism for Development (51) hrs August 14 – 25, 2017**
 - Virtual school, UNESCO Chair in ICT to develop and promote sustainable tourism in World Heritage Sites
- **Participation of first filmmakers Forum (6) hrs** **11 February 2016**
 - Infinity Company for Media and Marketing Services in cooperation with Palestinian art forum and Pal Cinema Forum
- **Stone and Lime Mortar Conservation Workshop (40) hrs** **December 2015**
- Riwaq - the center for architectural conservation in cooperation with Iwan center for architectural heritage at the Islamic University of Gaza, Sponsored by UNESCO.
- **Research Methodology (Advanced) (18) hrs.** **1 December – 20 December 2015**
 - Research and Graduate Affairs at the Islamic University of Gaza
- **Diversifying skills for Graduates from faculty of Engineering Training Program (56) hrs.** **2 November – 17 December 2015**
- ❑ How to start your own business (12) hrs.
- ❑ Business writing skills (12) hrs.
- ❑ Communication skills (9) hrs.
- ❑ Labour law and worker's rights (5) hrs.
- ❑ Leadership skills (9) hrs.
 - Community service and continuing Education Deanship (CSCED)- IUG in cooperation with International Labour Organization (ILO)
- **Microsoft Project 2010 (16) hrs.** **6 November – 7 November 2015**
 - Eadad for development in cooperation with Al-Afifi Company for Information Technology.
- **Proposal Writing (18) hrs.** **5 November – 23 November 2015**
 - Perfect Home Company for Training and Electronic Services
- **Report Writing (12) hrs.** **20 October – 3 November 2015**
 - Perfect Home Company for Training and Electronic Services

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| <ul style="list-style-type: none"> ▪ Certified Project Expert (45) hrs. <ul style="list-style-type: none"> ▪ Perfect Home Company for Training and Electronic Services ▪ Project management by Using MS-Project 2010 (12) hrs. <ul style="list-style-type: none"> ▪ Perfect Home Company for Training and Electronic Services ▪ Project coordinator (24) hrs. <ul style="list-style-type: none"> ▪ Perfect Home Company for Training and Electronic Services ▪ Interior Design (45) hrs. <ul style="list-style-type: none"> ▪ Wafi Group Engineering center ▪ Adobe premiere <ul style="list-style-type: none"> ▪ Dar Al-Handasa. ▪ Lumion . <ul style="list-style-type: none"> ▪ Dar Al-Handasa. ▪ 3D Max Modelling . <ul style="list-style-type: none"> ▪ Dar Al-Handasa. ▪ TOT. <ul style="list-style-type: none"> ▪ The Islamic University of Gaza ▪ Sketch up. <ul style="list-style-type: none"> ▪ Dar Al-Handasa. ▪ Adobe photoshop CS6 <ul style="list-style-type: none"> ▪ Dar Al-Handasa. ▪ Architectural drawing by Autocad (2D & 3D). <ul style="list-style-type: none"> 2011 ▪ Dar Al-Handasa. | <p>1 October – 19 November 2015</p> <p>17 November – 29 November 2015</p> <p>5 September - 10 October 2015</p> <p>March 2015</p> <p>2014</p> <p>2014</p> <p>2013</p> <p>January 2012</p> <p>2012</p> <p>2012</p> |
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AWARDS

- Taawon Youth Award for Palestinian social entrepreneurs, April 2017.
- ALCSO Award for mobile App, Palestinian level, November 2016.

References

- **Eng. Mahmoud A. Balawi**
Master of Engineering - Architectural Conservation
Coordinator of Conservation Projects
Iwan Center for Architectural Heritage
Mobile: +972 59 9111586
Email: mabalawi@iugaza.edu.ps
- **Prof. Dr. Mohamed El-Kahlout**
Head of Architectural Engineering Department of Islamic University – Gaza
Previous Director of Architectural Heritage Center " IWAN "
Prof. of Urban Planning
Mobile No.: 0599-402309
E-mail: mkahlout@iugaza.edu.ps
- **Lukas Pairon**
Founder of Music Fund organization, cofounder of Glazza organization
Mobile: 970 595591130
Email: Lukas.pairon@musicfund.eu
- **Eng. Basman Alashi**
Executive Director of El-Wafa Med. Rehab & Specialized Surgery Hospital
Mobile: 970 592224699
Email: bmedhat@gmail.com
Address: Palestine – Gaza