

Nada Almadhoun

# NADA ALMADHOUN

## INFORMATION SYSTEM

A hard-working and motivated IS graduate with digital marketing, graphic design and web skills looking to join a progressive organization where I can utilize and develop my skills to achieve the organization's benefits & goals and share those mutual benefits.

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## EDUCATION

2023

### Graphic Design & Digital Marketing Diploma

Anas Academy

2010 - 2014

### Bachelor of Information Systems

Effat University - Jeddah

## CERTIFICATES



Adobe Certified  
Professional in Visual  
Design



## WORK & EXPERIENCE

### Freelancer

Website Design, SEO, Social Media Management and Graphic Designer

2021 - Present

### Web Administrator

Indeco Company

Sep 2018 - Jul 2024

- Manage and develop the company websites and ensure optimum user experience.
- SEO
- Manage the social media accounts.

### Developer

Uniscripts

Jun 2019 - Oct 2020

- Develop Websites, E-Commerec, ERP System and cross-platforms Apps for many projects.
- Graphic Design and Social media.

### Web Designer

Benaap - Freelance project

Aug 2017 - Feb 2019

- System Analyst for Benaap App
- Web Developer for Mostwda and Hctar

## WORK & EXPERIENCE

### IT User Support

Effat University / Jeddah

2016 - 2019

Responsible for a building includes

- Troubleshoot and coordinate resolution to desktop communication problems and remote system connections.
- Research, evaluate, test hardware and software products, and systems solutions; install, configure and test hardware and software, prepare reports and proposals for service.

### IT Support Trainee

Dar Alfikr School / Jeddah

Sep 2014 - Nov 2014

Research, evaluate, test hardware and software products, and systems solutions, install, configure and test hardware and software, prepare reports and proposals for service.

### IT Support Internship

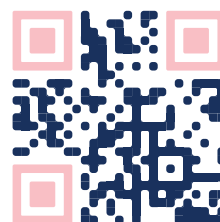
IKEA Service Office / Jeddah

Oct 2014 - Dec 2014

Troubleshoot and coordinate resolution to desktop communication problems and remote system connections, troubleshoot software and equipment errors

## PROJECTS

- Graphic Designer & B2B Digital Marketing Specialist – Tatbiqaty
- Twitter Account Management & web development – Dr. Saleh bin Saleh
- Graphic Design & Web Development - BBR Company
- IT Support - Qiyadat
- SEO & Web Design Trainer - Cousined
- Web Development – PharmaConnect
- SEO – Evergreen Day Spa
- Web Design - Adranline Rush
- Web Development and SEO - Indeco
- Web Development-Doctor T organization
- Web Development and Social Media - Dar Alforkan School
- Web Admin - Rawafed Knowledge
- Web development -Hectar Company



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## SKILLS



Website Design	<div><div></div></div>
Graphic Design	<div><div></div></div>
SEO	<div><div></div></div>
Digital Marketing	<div><div></div></div>
Wordpress	<div><div></div></div>
Social Media	<div><div></div></div>

## COURSES

- Comprehensive Marketing Training Diploma – 2021 - Mastery Academy
- 24 hours Future Developer Program – 2020 - Code For Girl
- 24 hours Python Workshop – 2019 - innovation Makan
- SEO Online Courses - Coursera, LinkedIn Learning
- Web development online courses - Coursera, LinkedIn Learning
- 80 hours Cisco CCNA course - 2017 - Alkhaleej Training and Education