



Heba Ashtar

GRAPHIC DESIGNER
BACHELOR'S IN MARKETING

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LANGUAGES

HTML
HTML5
CSS
jQuery

Arabic (spoken, written, reading)

TECHNICAL SKILLS

Operating Systems: Mac, PC

Illustrator
Photoshop
InDesign

Dreamweaver
Brackets

Adobe® Digital Publishing Suite

MS Office
Acrobat

CMS: WordPress

Social media: Facebook, Twitter, Pinterest,
YouTube, Google+, LinkedIn

SOFT SKILLS

Time management
Customer service
Multitask ability

EXPERIENCE

CUSTOMER SERVICE REPRESENTATIVE SMILEGATE WEST | FEB 2016 - SEP 2016

- Applied digital marketing knowledge by publishing social media updates
- Interacted with players through weekly live stream events that attracted over 500 viewers

MARKETING INTERN METLIFE COMPANY | DEC 2014 - SEP 2014 MARKETING INTERN

- Applied online marketing and Photoshop skills by updating the graphical content on the company website on a daily basis.
- Enhanced marketing communications knowledge by creating and distributing flyers, advertisements, and invitations to external clients and partner companies

RECEPTION & ADMINISTRATION CANADIAN UNIVERSITY DUBAI | FEB 2014 - AUG 2014

- Showcased strong communication and people skills by answering student inquiries and by leading guided tours to visitors of the university
- Translating for English and Arabic speakers

EDUCATION

- **GRAPHIC DESIGN FOR PRINT AND WEB | 2017**
HUMBER COLLEGE, TORONTO, ON
 - Typography
 - Photo Manipulation
 - Illustration
 - Web Design
 - Package Design
- **BACHELOR OF BUSINESS ADMINISTRATION IN MARKETING CANADIAN UNIVERSITY OF DUBAI - 2010 - 2014**