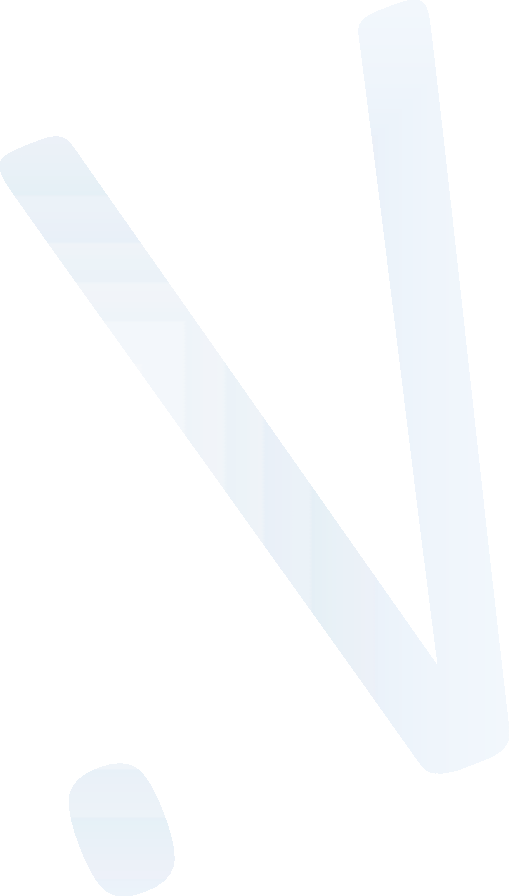
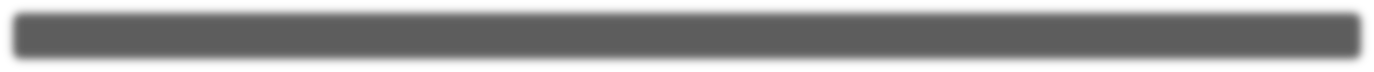
*Jihan Jalal Khalaf (CV)*



# Phone Number : +964(0) 7501864008



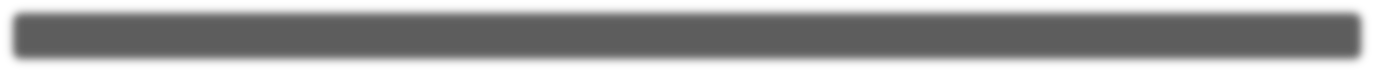
* **Email :** [**jyhanjlal2@gmail.com**](mailto:jyhanjlal2@gmail.com) **Objective**



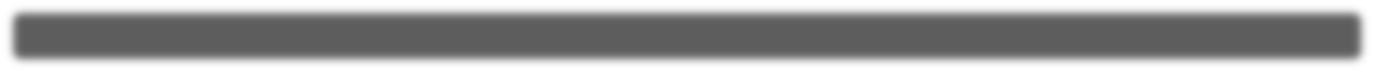
**The purpose of this CV is to inquire about any available positions within your organization using my specialties and training. I am a reliable person whose work includes social humanitarian work in which I’ve devoted my full attention. My passion is to assist people and help them realize their full potential.**



**Education**



**Graduated from High School**



# Skills

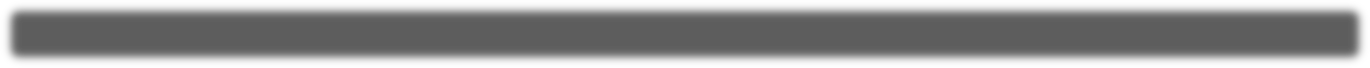
* **Personal skills**
  + High skill in speaking and writing to express ideas clearly and tactfully.
  + Flexibility in dealing with emergency stories and following up on their details.
  + The ability to conduct media research and public opinion polls, through field surveys
  + Critical thinking skills, and sound thinking.
  + Present ideas in a smooth, simple, and correct way.
  + Ability to write reports.
  + Endure problems and difficulties.
  + The ability to work hours and work late. skills and sound thinking.
  + Open-minded Experimenter
  + Ambitious and hard worker and high working load and working under pressure.
  + Planning and organizing.
  + Data collection.
  + Attention to details.
  + Conﬁdentiality.
  + Administrative skills.

# Languages skills:

* **Computer skills:**
  + Microsoft Office-Word.

|  |  |  |  |
| --- | --- | --- | --- |
| **Language** | **Speaking** | **Writing** | **Reading** |
| **Kurdish** | Mother tongue | Excellent | Excellent |
| **Arabic** | Good | Very good | Very good |
| **English** | Moderate | Moderate | Moderate |

* + Microsoft Office-PowerPoint
  + Microsoft Office-Excel
  + Using internet as a source for information



**Work Experience**

* + - Worked with Red Crescent as a volunteer.



Course

* Continued participating a computer course for a month with Harikar NGO.