Salem Ammar Salem

Tripoli-Abu slim

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EDUCATION

University of Tripoli Tripoli- Libya
Bachelor's Degree in Interpretation and Translation *January 2021 - February 2025*
Relevant Coursework: Creative writing - translation of legal documents - translation of economic documents - human resources management workshops.

Harvard Online Academy Remote – Online Hartford, Connecticut, United States.
Cybersecurity Engineering Program *June 2024 – September 2024*
Relevant Coursework: Network Security – Cyber Risk Management – Advanced Defense Strategies – Vulnerability Analysis – Information Systems Protection – Data Security Best Practices.

IBS Training Academy Remote – Online Cairo, Egypt
Business Management and Training of Trainers (TOT) Program March 2024 – June 2024
Relevant Coursework: Strategic Planning – Small Business Development – Financial and Administrative Performance Analysis – Human Resource Management – Instructional Design.

WORK & LEADERSHIP EXPERIENCE

LC Waikiki Distributor Tripoli- Jaraba Street
Digital Marketing Specialist, Marketing Team *March 2019 - September 2019*
● *Managed creative advertising design and social media campaigns across multiple platforms, focusing on visually engaging content that aligns with the brand identity, while monitoring performance and analyzing results to maximize ROI.*

Freelance Web Developer Tripoli- Abu Slim
Front-End Developer *February 2020 – Present*
● *Designed and developed various service-oriented websites as a freelance front-end developer, focusing on creating interactive and user-friendly interfaces using modern technologies such as HTML, CSS, JavaScript, and related frameworks.*

Al-Aman Bank for Investment & Companies Tripoli- Al Siahea
Financial Accountant, Finance Department *May 2021 – April 2022*
● *Performed accurate data entry and financial processing in the electronic clearing department, monitored daily records, contributed to the preparation of periodic reports, and reconciled accounts while supporting the team in executing financial and administrative operations efficiently.*

International School of Martyrs (ISM) – Training Center Tripoli- Al-Qarji
English Language Instructor language teacher *April 2022 – April 2024*
● *Taught basic English to young children using a simplified and interactive approach tailored to early age stages. Employed modern teaching methods combining explanations, interactive activities, and educational games, enhancing listening, speaking, and reading skills.*

Training & Rehabilitation Center Tripoli- Ghout Al-Shaal
Center Director, Administration Manager *April 2024 – August 2025*

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● *Managed and supervised the training and rehabilitation center, organizing and delivering multiple training programs in areas such as digital marketing, entrepreneurship, and project management. These efforts enhanced participants' skills and opened new opportunities for integrating visually impaired individuals into education and employment.*

SKILLS, ACTIVITIES & INTERESTS

Languages: *Fluent in Arabic (mother tongue) and English advancer (speaking and writing)*

Technical Skills: *HTML, CSS, and JavaScript; familiar with frameworks like Bootstrap; using design tools such as Figma; basic database management with Firebase; designing responsive and cross-device compatible websites; good understanding of SEO basics; using accounting software like Advanced Excel; managing advertising campaigns on Google and social media; SEO and content marketing; email marketing management; data analysis using Google Analytics; creating engaging marketing content; developing innovative marketing campaign ideas; managing marketing budget and performance metrics; and proficient in Microsoft Office Suite (Word, Advanced Excel, PowerPoint, etc.).*

Certifications & Training: *TOT (Training of Trainers) from IBS Academy; Microsoft Office programs from Microsoft; Professional Qualification Certificate from the Libyan-Korean Center affiliated with the Ministry of Labor and Rehabilitation; HTML, CSS, and JavaScript programming from Udemy; and Digital Marketing Certificate from Google Digital.*

Activities: *member of the General Assembly of Al-Noor Association for the Blind, Libya; participant in the Ministry of Culture's 2024 Digital Accessibility Plan for State Institutions; member of the Activity Management at the University of Tripoli; discussant of a working paper at the Ministry of Labor and Rehabilitation conference on integrating the blind into the labor market; videographer and short video editor for events; active participant in volunteer camps under the Ministry of Youth and Sports; coordinator in the Libyan Goalball Championships for the Blind; sports coach for the University of Tripoli blind table tennis team; participant in workshops on written translation organized by the English Speakers Association, Libya; academic reviewer at the University of Tripoli; participant in occupational safety workshops organized by the Red Crescent; and member of the National Growth Foundation for Sustainable Development.*

Interests: *I aim to continuously develop my skills in management, technology, and finance while building innovative projects that create business value and positive societal impact. I strive to achieve results efficiently and professionally, fostering inclusive initiatives and contributing to community development. My goal is to combine innovation, leadership, and social responsibility to make a meaningful and lasting impact.*

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