











ESSA ALATEEQ

PERSONAL

-  **Name**
Essa Alateeq
-  **Address**
Dammam
-  **Phone number**
+966565456039
-  **Email**
mr.essa89@gmail.com
-  **Date of birth**
13-09-1989
-  **Place of birth**
Khobar
-  **Gender**
Male
-  **Nationality**
Saudi
-  **Marital status**
Single
-  **Website**
<https://shi5essa1989.wixsite.com/m>

LANGUAGES

- Arabic ★★★★★
- English ★★★★★




WORK EXPERIENCE

-  May 2010 - Sep 2010 **Human Resources Assistant**
Mohammed Almojil Group, Dammam, Saudi Arabia
 - Trained for recruiting, screening, interviewing, and placing workers
-  Oct 2010 - Jul 2018 **Business Owner**
Cake Accessories Establishment., Dammam
 - Oversaw the daily operations of the business.
 - Performed office and management duties.
 - Performed hiring, firing, and managing of employees.
 - Managed marketing, bookkeeping, payroll, and advertising functions.
 - Studied the industry market and kept abreast of new trends.
 - Traveled overseas for business trips such as China
-  Jan 2018 - Dec 2020 **Phonathon**
Southwestern College, Winfield, Kansas, USA
 - Called alumni, friends, parents to ask for donations to the college
 - Collected up-to-date contact information from constituents
 - Wrote follow-up thank you letter to those who made a commitment to donate
-  Jan 2018 - Dec 2020 **Equipment Room Manager**
Southwestern College, Winfield, Kansas, USA
 - Answered questions about proper handling of equipment
 - Maintain and check out equipment using library system data entry




EDUCATION AND QUALIFICATIONS

-  Jan 2018 - Aug 2021 **B.S. computer science and digital arts**
Southwestern College, Winfield, Kansas, USA

Work made with digital technology or presented on digital technology. This includes images done completely on computer or hand-drawn images scanned into a computer and finished using a software program like Adobe Illustrator. Digital art can also involve animation and 3D virtual sculpture renderings as well as projects that combine several technologies. Some digital art involves manipulation of video images.




COURSES

-  Oct 2021 - Oct 2021 **Adobe Illustrator**
GD-Workshop

A comprehensive 22-hour course on Adobe Illustrator in the art of design



REFERENCES

-  Southwestern College **Jessica Dibble**
+16202296155
jessica.dibble@sckans.edu



SKILLS

Graphic design	★ ★ ★ ★ ★
Motion Graphics	★ ★ ★ ★ ★
Adobe Illustrator	★ ★ ★ ★ ★
Adobe InDesign	★ ★ ★ ★ ★
Adobe Photoshop	★ ★ ★ ★ ★
Web Design	★ ★ ★ ★ ★
Programming	★ ★ ★ ★ ★
Take and edit photographs	★ ★ ★ ★ ★
Shoot and edit videos	★ ★ ★ ★ ★
3D modelling	★ ★ ★ ★ ★
Broadcast live events	★ ★ ★ ★ ★
Teamwork	★ ★ ★ ★ ★
Communication skills	★ ★ ★ ★ ★
Staff management	★ ★ ★ ★ ★
Microsoft Office	★ ★ ★ ★ ★
Business planning	★ ★ ★ ★ ★
Business improvement	★ ★ ★ ★ ★
Business development	★ ★ ★ ★ ★
Problem solving	★ ★ ★ ★ ★
Negotiation	★ ★ ★ ★ ★
Customer satisfaction	★ ★ ★ ★ ★
Requirements gathering	★ ★ ★ ★ ★
Leadership	★ ★ ★ ★ ★



RESUME OBJECTIVE

I have experience in digital design, 3D modeling, web design, computer programming, information technology, photography, video, and business leading. I am seeking a position using my background in computer science and digital arts, and experience in the business. I'm looking for an environment where I can use my skills and learn to increase my knowledge in my career path.