# Sana (B.A Media)

**8 Years experienced**

**Sales Coordinator**

**Customer Service**

**digital marketing**

**UAE visit visa**

**16th feb 2023**

**sana-404871@2freemail.com** **/ 0504753686**

**Profile summary:**

A passionate communication specialist with more than **Eight years of work experience** working with leading organizations in Pakistan. Specialties include Content Writing, Copy Writing, Editing, Digital Marketing, Branding, Image Building, SEO and PPC on Google, Facebook, Instagram, most importantly Public Relations.

Currently on visit visa ready to relocate immediately to any Emirate of United Arab Emirate.

**willing to work in sales, customer service, administration and client service.**

**Professional summary:**

**BNZ Technologies, Lahore Pakistan Jan 2021, Nov 2022**

***Communication Manager***

Creating, implementing and overseeing internal and external communication programs to promote the work and products of the organization through marketing techniques.

**Pak Mission Society, Islamabad Pakistan Oct 2018, May 2020**

***Communication Manger & Project Manager – Scholarships***

Work closely with the Programme teams to create, implement and evaluate donor focused priority communication campaigns. Develop & Manage Pak Christian Forum and making partnership strategies for the forum. Develop & Manage Pak Christian Scholarship Program making fundraising strategies for the program.

**Diocese of Raiwind - Church of Pakistan, Lahore Pakistan May 2015, Sep 2018**

***Communication Manger & Office Administrator***

Managing files & Official matters, Taking care of Public relations and reputation of faith based organization in the society, organizing seminars, meetings, & events dealing with the partners of the organization.

**Ashraf Sugar Mills, Lahore Pakistan May 2013, March 2015**

***Media Cell Officer***

Media Coordinator manage Social Media, (Official websites, Face-book Pages, Twitter, Blog,) & Taking care of all the public relations of the company.

**Education:**

**BA (Hons) Media & Communication Oct 2008, March 2013**

***Forman Christian College – Charted University***

***Lahore, Pakistan***

80% marks, CGPA 3.00 awarded as good character student.

**Certifications:**

**Training in Conflict Sensitivity Programing, Oslo Norway October 2018**

*Norwegian Church Aid*

**Security Training (Conflict/Disaster), Bangkok Thailand March 2018**

*Act Alliance \*

**Asian Ecumenical Youth Assembly, Manado Indonesia May 2018**

*(Country Representative) Christian Conference Asia*

**Young Ambassador Peace in Asia, Chingmai, Thailand June 2017**

*(Country Representative) Christian Conference Asia*

*To arrange interview, please contact us*

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