

## PERSONAL INFORMATION Haneen Baker

 Nablus (Autonomous Palestinian Territories)

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 haneen.baker@najah.edu

## WORK EXPERIENCE

Media Center of An-Najah National University (TV(Nbc), Radio(Najah Voice), and News Website) positions as the following:

1 Oct 2021- Now /Trainer

Trainer of Journalistic Translation Course

Journalism and Translations students of An-Najah.

1 July 2019–Now /Head of English Programm Unit

Supervising scripts,videos,castings,editing in English

Supervising news sector in English

1 Oct 2018–Now /HR Coordinator

Media Center of An-Najah National University

1 Jan 2020–1Jul 2020 /Editor in Chief

Editor in Chief of An-Najah News Website/ English

1 Oct 2018-1 Jan 2020 /Presenter,Reporter& Producer

TV and Radio Presenter/ English

Reporter/ English

Producer

1 Sep 2017-1 Jan 2020 /Administrative Assistant

29 Jun2016-1 Sep 2017 /Journalist Translator

1 Jan 2016–1 May 2016 Business Development Officer

Al-Aqrbawi Company for Tyres and Renting Cars

25 Jan 2015–4 Dec 2015 /Tutor

Cambridge Center, Nablus (Autonomous Palestinian Territories)

- Teaching English courses

- Private Tutor

4 Apr 2014–17 Jun 2014 /Call Center Officer

Reach Company Nablus, Nablus (Autonomous Palestinian Territories)

7 Apr 2014–Present /Volunteer

Public Relation Dep. Zajel Youth Exchange program, Nablus (Palestinian Territories)

- Coordinator for workshops

- Translator

- Coordinator of local volunteer activities ▪ Database works

1 Sep 2012–30 Aug 2014 /Translator

Project Hope, Nablus

Volunteering and teaching English for children in camps and villages.

## EDUCATION AND TRAINING

5 Sep 2012–23 Dec 2015 Bachelor Degree in English Language and Literature

An-Najah National University, Nablus

(3.18/4)

## PERSONAL SKILLS

Mother tongue(s) Arabic

**Communication skills** ▪ Good communication skills I gained through my work with internationals in Project Hope and Zajel Youth Exchange .

- Excellent contact skills with children gained through my experience in teaching in villages and camps.
- Well presenting skills through my experience in the Symposium was held at An Najah National University on Identity and Identity Formation in the U.S and Palestine .
- Strong Knowledge of English and extensive English grammar knowledge gained through my working with Internationals since 2011 .
- Personable, tolerable ,friendly and oriented person .
- Excellent social services knowledge.
- Strong written and verbal communication skills.

### Organizational / managerial skills

- A creative problem solving, positive reinforcement and well event planning skills gained through my experience as a committee member at Let's Make a Change Enterprise
- Creative questioning, discipline and good team- leading skills gained as a speaker and responsible of a group of An Najah National University Students who were in Stavanger ,Norway for two weeks during Under-graduate Students Exchange.

## ADDITIONAL INFORMATION

**Certifications** ▪ Media and Communication Skills

- Public Speaking Skills
- Essential Techniques for Participation in International Youth Exchange program
- Fundraising Charity
- Public Relations Skills ,Techniques and Protocols