

# CURRICULUM VITAE

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## **SKILLS & ABILITIES**

- Professional, honest, responsible, punctual and hard-working.
- Enthusiastic, self-motivated and a positive attitude.
- Strong leadership qualities.
- Excellent time management skills and ability to meet strict deadlines.
- Ability to learn and grasp new skills and concepts quickly.
- Well presented and an active team member.
- Excellent communication skills, both written and verbal.
- Excellent computer skills MAC and PC, Microsoft office and Adobe.
- Intermediate level Photoshop CS4 and Final Cut Pro.

## **EMPLOYMENT HISTORY AND INTERSHIPS**

- 2011 – Present**                    **Discerning Kate** [www.discerningkate.com](http://www.discerningkate.com), (Israel-Palestine).  
Independent Journalist/Writer.
- 2013**                                **PROUT Progressive Utilisation Theory, (Caracas, Venezuela).**  
Research, writing, volunteering and public relations.
- 2012**                                **Australian Institute of International Affairs, (Melbourne, Australia).**  
Media and Marketing Intern.
- 2011**                                **Oxfam Australia, (Melbourne, Australia.)**  
'Straight Talk' and 'Shout the Horn' campaigns.  
Media Volunteer
- 2010**                                **Full time study, volunteering and travel.**
- 2009**                                **Video Cairo Support Services – Reuters' global partner (Cairo, Egypt).**  
Television News Producer
- Producing television news for international clients.
  - Booking technical requirements for tape payouts, live stand ups and production requirements related to television news.
  - Booking and coordinating ENG crews.
  - Satellite and fibre transmission coordination and booking.
  - Project coordination during breaking news.
  - Developing and tailoring packages for clients.
- 2006 – 2008**                    **Scorpion Productions (Dubai, United Arab Emirates.)**  
Entertainment, Modelling and Production house.  
Events Coordinator
- Managing large teams of people during events.
  - Booking models, entertainment and production suppliers.
  - Co-ordinating above during events, photo-shoots and TVCs.
  - Client servicing with key high profile clients.
  - Liaison with advertising agencies, media houses, productions houses, TV stations and other such related event/media companies.

- 2005 – 2006**                    **Al Bustan Rotana Hotel (Dubai, United Arab Emirates.)**  
 Five star hotel.  
 Public Relations Coordinator
- Responsible for creating marketing plans and strategies for hotel venues.
  - Liaising with various media vehicles for advertising and promotion.
  - Organising special/ promotional events.

- 2004 – 2005**                    **Eryk Photography (Melbourne, Australia.)**  
 High end fashion photography studio.  
 Producer
- Liaison with advertising agencies/clients organising specific needs.
  - Sourcing of locations, crew, models and hair and make-up artists.
  - Organising quotes and processing all correspondence and emails.
  - Co-ordinating photographic shoots and adhering to strict schedules.
  - Monitoring of post production and execution of campaigns.

## **FREELANCE WORK**

- 2014**                                **All The Content News Agency**  
 ▪ Journalist/Content Producer.
- 2011**                                **Around the World on my Way**  
 ▪ Ghost Writing.
- 2010**                                **Life Funk TV (Melbourne, Australia.)**  
 ▪ Host/Presenter and content writer.
- 2009**                                **Arab Radio and Television (Cairo, Egypt.)**  
 ▪ Sub-title Producer.
- 2008**                                **Virgin Music- late Night Dubai Music Documentary (Dubai, UAE.)**  
 ▪ Host/Presenter.

## **EDUCATION & TRAINING**

- 2014**                                **Curtin University (Perth, Australia).**  
 ▪ Post Graduate Certificate in Human Rights (Via correspondence).
- 2013**                                **Tantra Yoga teacher training and meditation (Caracas, Venezuela).**  
 ▪ Yoga instructor and meditator.
- 2012**                                **Vipassna Meditation 10 Day Intensive Course, (Kuanatan, Malaysia.)**  
 ▪ Meditator.
- 2010**                                **Griffith University (Queensland, Australia).**  
 ▪ Bachelor of Communications – Journalism Major (Via correspondence).
- 2009**                                **International Language Institute Arabic language scholarship (Cairo, Egypt).**  
 ▪ Colloquial and Modern Standard Arabic.
- 2009**                                **The International TEFL Corporation.**  
 ▪ TEFL Certificate.
- 2008**                                **3CR's radio broadcast training (Melbourne, Australia).**  
 ▪ 8 week radio production training course.

## **VOLUNTEER WORK AND EXTRA CURRICULA ACTIVITIES**

- 2012**                                **International Humanity Foundation (Banda Aceh and Bali, Indonesia).**  
 Volunteer/Teacher
- 2010**                                **Green Left Weekly (Melbourne, Australia).** Progressive Newspaper.  
 Journalist
- 2010**                                **Channel 31 Community Television (Melbourne, Australia.)**  
 African cultural television program.  
 Producer/Volunteer
- 2009**                                **Palestinian Non- Government Organization Network PNGO (Ramallah, Palestine).**  
 Networking NGO for its members of Palestinian civil society.  
 Intern

- 2009**                      **Egyptian Foundation for Refugee Rights EFRR (Cairo, Egypt).**  
NGO providing legal services to the refugee community in Egypt.  
Intern/Volunteer
- 2008**                      **ASPIRE (Melbourne, Australia.)**  
Initiative to relocate vulnerable refugees to Australia.  
Volunteer
- 2008**                      **Palestine Remembered- Untold stories (Melbourne, Australia).**  
Community Radio 3CR.  
Journalist Assistant/Volunteer.
- 2008**                      **Australian for Palestine (Melbourne, Australia.)**  
Giving Palestine a voice in Australia.  
Volunteer

## **HOBBIES & INTERESTS**

- Reading, writing, travelling, volunteering, politics, society, people, modern science, self-development, learning, cooking, meditation, yoga, teaching, reiki and nature.