

Salman Ahmad

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EDUCATION

Western Governors University (Salt Lake City, UT)

B.S. Information Technology Management

Jan 2021

GPA 4.00

SKILLS & LANGUAGES

Instagram, Facebook, X, Telegram, WhatsApp, TikTok, YouTube, Canva, Wufoo, Windows, Asana, Trello, Slack, Canva, G-Suite, Kajabi, Hubspot, Excel, Prezi, Jira, Confluence, CollectionQ, Tableau, Rapid, Jupiter, E-file, UWS, EPC, Microsoft Teams, Outlook, ABP

Languages: Urdu, Arabic

PROFESSIONAL EXPERIENCE

Safina Society, Social Media Manager

May 2023-Present

- Facilitated research operations for weekly posting of visual media content via Instagram, Facebook, TikTok, YouTube, Threads, Bluesky, Telegram, Whatsapp & X
- Integrated team collaboration via Slack and Trello to optimize general marketing strategies and internal communication
- Researched and helped film multiple YouTube series generating millions of views worldwide across all platforms
- Designed a variety of graphics and static content on Canva and aided in the development of YouTube shorts

CelebrateMercy, Digital Marketing Intern

March 2024-May 2024

- Organized WhatsApp communities by adding program registrants through Wufoo and tracked registrations
- Developed juz summaries for nightly programming in Ramadan and aided in research for static content
- Identified issues with donor registrations and streamlined process of efficiently monitoring donor contacts
- Received onboarding training of EZ messaging, Wufoo, Mailchimp, and other softwares to help organize data

The Preservers Institute, Dallas, TX

June 2021 – Present

Quran Instructor

- Managed the onboarding of 50+ registrants of all ages utilizing Trello, Slack, and Asana to optimize enrollment process
- Utilized data of 500+ Hifz students to develop the 'Read & Recite' program in which students gain proficiency in reading Arabic
- Aided in the research and design of static content utilizing Canva to display student progress and gain donor support
- Assisted 4 other teachers perform administrative duties and conducted monthly parent-teacher conferences to track student progress

ORGANIZATION EXPERIENCE

Yemeni Threads, Owner

Feb 2024-Present

Saalikeen, Content Creator

Oct 2021-Present

MUHCEN, Volunteer

August 2018-Present