

Eman Sultan

• PR MARKETING SPECIALIST •

WASHINGTON, DC

CONTACT

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WORK HIGHLIGHTS

ENTREPRENEUR/ SOLE PROPRIETOR

[Spellbound125-Handmade Jewellery business \(on Instagram\)](#) | 2020-present

- Created all the content for the page; jewelry pieces, animated posts, and videos.
- **Skills acquired in** Photography, graphic design knowledge, videography, and marketing on Instagram/Facebook.

DEAN'S ASSISTANT

[CAS Dean's Assistant \(American University\)](#) | 2020-Present

- Gathered research for the study abroad program.
- Created content for Antiracist center's Instagram page.
- Created Posters for Katzen (Art Center).
- Designed the graduation pennant and postcard for SOC (School of Communication).
- **Skills acquired in** Adobe Photoshop, Canva, Asana, all Microsoft applications; SharePoint, Excel, Word PowerPoint, etc,

FOUNDER- NON PROFIT ORGANIZATON

[Education Starts At Home- \(International School of Islamabad\)](#) | 2017-Present

- "Education Starts at Home" is a school-based club that I started to help low-income staff members to educate their children for free.
- Purpose-bring together a community that is accepting and determined to tackle global issues. To create an everlasting mark in the community.
- Held multiple fundraisers and sports tournaments.
- **Skills acquired in** leadership, communication, time management, and team management.

EXHIBITION COORDINATOR

[Sassy-Online clothing venture, Lahore](#) | 2018-2019

- Organized exhibitions, clothing, and photoshoots for the brand.
- I worked to assist in marketing strategies and promotions.
- I am a permanent exhibition coordinator for this brand in Islamabad.
- **Skills acquired in** business operations, diary management, research, and marketing.

EDUCATION

AMERICAN UNIVERSITY

School of Communication | Graduation date 2024

- Undergraduate student- Freshman
- GPA 4.0

INTERNATIONAL SCHOOL OF ISLAMABAD

National Honor Society, GPA 3.56 | May 2020

- Graduated from an American schooling system with three IB courses (equivalent to AP/College level courses).
- IB course list:
 - English A: Lang and Lit HL 5
 - Visual Arts HL 5
 - Business and Management SL 5

ACHIEVEMENTS

- High Honours Certification
- National Honour Society
- Global Citizenship Award
- Presidential Education Achievement Award

LANGUAGES

I can speak/understand:

- English
- Urdu