

# MIAN IMAD JABIR



Dynamic freelancer specializing in executive assistance, content creation, professional translation, hospitality industry, analytics, social media evaluation, Designing, search engine evaluation, map analysis, event organizing, data entry, and software testing.

## EXPERTISE

Management Skills  
Content Research  
Critical Thinking  
Interpersonal Skills  
Working Remotely

## LANGUAGE

English (IELTS) -7.5  
Russian (C1 level)

## CONTACT

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 imad979@gmail.com  
 Gate No 1261, Road No 2526,  
Block 525. Saar  
 Willing to start immediately

## WORK EXPERIENCE

- 2013 - 2019 ● **Host/Waiter - Various Restaurants and Lounges**
- Ability to communicate with people with various backgrounds and facilitate their needs.
  - Maintain high standards and ensure customers are satisfied.
- 2019 - 2021 ● **Lionbridge - Map Data Analyst (Russia)**
- Analytics of Google Maps user data.
  - Update Mapping information.
  - find out bugs on google maps.
- 2020 - 2021 ● **APPEN - Search Engine Evaluator (Russia)**
- Testing functions of Google products (Youtube).
  - Testing new features before they are public
  - Translating/Proofreading high-profile documents.
  - Data collection AI programs.
- 2019 - Present ● **Sportradar - Data Journalist (Russia/Sri Lanka)**
- Real-time data collection from sporting events.
  - Traveling around the world for major tournaments.
  - Scouting and analysis of sports data.
- 2021 - 2022 ● **HASK Enterprises - Executive Assistant (Sri Lanka)**
- contact among executives, employees, clients, and other external partners.
  - Managing calendars and setting up meetings.
  - Organize and maintain the office filing system.
  - Manage information flow in a timely manner
- 2019 - 2022 ● **Coconut Rock- Event Organizer (Sri Lanka)**
- Designing stages and sets and artwork.
  - Managing social media of major brand.
  - Help out with sounds and lighting during events.
  - Communicating with marketing/branding teams
- 2022 - Present ● **Testlio - Freelance Test Lead (Bahrain)**
- Freelance software application tester of android, IOS phones, computers, and smart devices.