

RUBA QEWAR

Email: Ruba.Qewar@yahoo.com

Phone: + 1 (972) 207-1911

Website <http://www.rubagewar.com>

Portfolio: https://www.artstation.com/ruba_qewar Dallas, TX, USA Demo reel: <https://youtu.be/lcKAGVMBc5Q>

KEY COMPETENCES & SKILLS

EDUCATIONAL FIELD <ul style="list-style-type: none"> ✓ Curriculum Developer ✓ Special Events Manager ✓ Field Trips Organizer 	<ul style="list-style-type: none"> ✓ Class Management ✓ Patient in Giving ✓ Informative ✓ Thinking outside of the box 	ADMINISTRATION FIELD <ul style="list-style-type: none"> ✓ Strategic Planner ✓ MS-Office Applications ✓ Staff Leadership & Development 	<ul style="list-style-type: none"> ✓ Fluent English & Arabic ✓ Organizational Skills ✓ Team Player & Customer Service ✓ Excellent Interpersonal Skills
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SOFTWARE & PROGRAMING LANGUAGES

Adobe Suite <ul style="list-style-type: none"> ✓ Photoshop ✓ Illustrator ✓ Acrobat 	<ul style="list-style-type: none"> ✓ Premiere Pro ✓ After Effects Microsoft Office <ul style="list-style-type: none"> ✓ Teams 	<ul style="list-style-type: none"> ✓ Word & Excel ✓ PowerPoint ✓ Outlook ✓ OneDrive 	<ul style="list-style-type: none"> ✓ SharePoint Google Apps <ul style="list-style-type: none"> ✓ Drive ✓ YouTube 	<ul style="list-style-type: none"> ✓ Slides ✓ Meet ✓ Classroom ✓ Docs 	<ul style="list-style-type: none"> ✓ Gmail ✓ Forms Other Software <ul style="list-style-type: none"> ✓ Articulate Storyline 360
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EXPERIENCE

CEO (Chief executive officer) June 2021 - Present

- **American Islamic Diversity** Dallas/Fort Worth, TX, USA (Hybrid)
 - Managing the cases of the newcomer immigrants/refugees; helping them fill out the right paperwork, furnishing their homes, finding vocational trainings and jobs, and helping them integrate in the new western society.
 - Delegating and managing the volunteers and making sure they have the proper training for the task they are doing.
 - Ordering the food for the food bank/pantry from North Texas Food Bank (NTFB).
 - Making sure the donations are delivered to the ones who deserve it.
 - Organizing Events for the donors and recipients.
 - Attending meetings and collaborating with other organizations and governmental departments and investing opportunities to help the needy.
 - Offering Sensitivity Training workshops on how to deal with the Muslims in the professional place and an introduction about the Islamic faith and who are the Muslims.
 - Participating in speaking engagements in special events and invitations.

Digital Art Teacher January 2015-December 2018

- **ISLAMIC SCHOOL OF IRVING** Irving, TX, USA (Onsight)
 - Taught storyboarding, modeling assets, organic objects and characters in 2Ds and 3Ds as well as animation (using Blender, Maya and After Effects).
 - Taught UVing & texturing the meshes in 3Ds using Substance Designer and Painter.
 - Taught Virtual Environments using Unity and Unreal Engine 4 as well as basic C++ & C#.
 - Taught how to montage images as well as typography and produce commercial yet creative flyers, ads, business cards, etc. using Adobe suits such as Photoshop and Illustrator.
 - Taught how to Video editing using Adobe Premiere as well as sound recording and editing.
 - Taught computer web design program language HTML & CSS.
 - Taught how to articulate steps within the design process and prepare materials related to and around the process. Also how to judge designs by principles rather than notions vaguely-formed opinions.
 - Constructed the curriculum of the years between 2015-2019 in the subjects of Digital Arts, Gaming, Scripting & Coding.

ESL Teacher August 2014-December 2016

- **UNITED UMMAH FOR REFUGEES** Dallas, TX, USA (Onsight)
 - Taught Newcomer refugees and immigrants English as a Second Language for all ages.
 - Constructed the curriculums of the books of the ESL.

Researcher/Lecturer & Video Editor October 2012-April 2014

- **BRIDGES FOUNDATION** Cairo, Egypt (Onsight)
 - Conducted workshops and lectures in interfaith religion between Christianity and Islam.
 - Authored the book of "The Map" while researching in the interfaith field.
 - Collaborated in the construction of the curriculum of the seminars and workshops conducted for adult students.
 - Video shot and edited the seminars, webinars, presentations, and lectures to be implemented into the website.

Substitute Teacher August 2011-December 2012

- **GOOD TREE ACADEMY** Richardson, TX, USA (Onsight)
 - Assisted the teachers in education for the Montessori and elementary levels.

English as a Second Language Private Tutor December 2010-May 2011

- **DYNAMIC ENTERPRISES** Fort Worth, TX, USA (Onsight)

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- 5th-11th Grade English and Math Tutor.

Subject Teacher August 2006-August 2009

- **PEACE ACADEMY** Richardson, TX, USA (Onsight)
 - Taught Arabic Language for non-speaking Arabic students. Reading, Writing and Conversation.
 - Managed the Programs for the Special Events in the School (i.e. Fundraising, Graduations, Qura'an Competitions, Arabic Spelling Bee, Calligraphy Competitions etc.)
 - Counseled and Advised Teenaged Students in Islamic Manners and preparing them to face the real world in the Western Culture.
 - Created and developed new Arabic Curriculums specialized for Non-Speaking Arabic Students.

Educator January 2002-October 2005

- **THE ARAB BAPTIST CHURCH** Dallas, TX, USA (Onsight)
 - Developed, facilitated, and monitored church conference and youth camp programs.
 - Taught in the youth Bible Studies Circles.
 - Created and developed the curriculum of the biblical studies for all classes of ages in the church with providing the tools and supplies that are needed.

Summer School Teacher Summer 2002

- **JEWISH COMMUNITY CENTER (YMCA)** Plano, TX, USA (Onsight)
 - Taught The Torah for kids ages (6-15) years old.

Educator June 1993-January 2002

- **THE FREE EVANGELICAL CHURCH** Zarka, Jordan (Onsight)
 - Developed, facilitated, and monitored church conference and camp programs.
 - Trained staff for children's programs.
 - Developed new children's curriculum utilizing creative tools.

EDUCATION

Bachelor's degree: Arts & Technology; Gaming Concentration

UNIVERSITY OF TEXAS at Dallas Richardson, Texas, USA (GPA 3.9)

Bachelor's degree: Religious Education, Islamic Studies Track

CLOVERDALE UNIVERSITY; Division of the Graduate Theological Foundation Indianapolis, IN, USA, (GPA 3.9)

LICENSES & CERTIFICATIONS:

LinkedIn:

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| ✓ Coaching Yourself through the Ambiguity of Leading 03/10/2022 | ✓ Learning Articulate Storyline 3 04/28/2020 |
| ✓ Microsoft Collaboration: SharePoint, Teams, Groups, and Yammer (2020) 06/15/2021 | ✓ Articulate: Visual Design Basics 05/06/2020 |
| | ✓ Being Positive at Work 05/11/2021 |

ACHIEVEMENTS

- MAJORS HONOR; Academic Honor: University of Texas at Dallas 2018
- MAGNA CUM LAUDE Honor; Academic Honor: University of Texas at Dallas 2018
- THE MAP; Third Place in the Research Competition of Abdullah AbdulGhani Center, Subject: Religious Fundamentalism 2013
- BEST TEACHER; Recognition from Peace Academy 2009
- PHI THETA KAPPA Academic Honor 2005: Richland College
- EXUBERANT ENERGY SPEAKER: Richland College 2005

Check my **linkedin** for more achievements: <https://www.linkedin.com/in/ruba-qewar-173511155/>