

Amina Noor

DIGITAL CONTENT SPECIALIST

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Professional Summary

Digital content specialist with experience planning educational campaigns, creating short-form video, and coordinating publishing workflows. Strong at turning complex ideas into clear, audience-focused content. This profile and every achievement below are fictional examples for demonstrating the template.

Core Skills

Content strategy | Short-form video | Social media planning | AI-assisted workflows | Copywriting | Campaign reporting | Client communication | Canva | CapCut

Professional Experience

Digital Content Specialist | Northstar Learning Studio (fictional) | 2024 - Present

- Planned weekly educational content across Facebook, TikTok and YouTube using a repeatable idea-to-publish workflow.
- Created example campaign reports that connected content activity to audience questions and qualified inquiries.
- Coordinated scripts, visuals, editing notes and approvals for consistent brand delivery.

Social Media Coordinator | Bright Path Media (fictional) | 2022 - 2024

- Built monthly content calendars based on business goals, audience needs and available production capacity.
- Prepared concise client updates covering completed work, observations, next actions and open decisions.
- Maintained organized asset libraries and simple quality-control checklists.

Education

BA Social Work - Example University (fictional), Expected 2027

Certifications & Training

- Digital Marketing Foundations - Example Provider (fictional)
- AI for Content Workflows - Example Academy (fictional)

Selected Projects

Educational Reel System: Designed a repeatable workflow from topic selection to script, visual brief, edit and performance review.

Client Reporting Dashboard: Created a simple monthly reporting format for activities, insights, decisions and next actions.

Languages

Somali - Native | English - Professional working proficiency

References

Available on request.

CV QUALITY CHECK

Keep only relevant sections. Verify dates, titles, qualifications and every result before sending your CV.