ADEL BEN BRIK



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LINKEDIN URL

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OBJECTIVE

EXPERIENCE

RECEPTION AGENT/MOURADI CAP HOTEL

From June to September 2009
 Welcoming tourists and showing them places in Hotel.

ENGLISH LANGUAGE TEACHER IN EL AMRA STATE SCHOOLS.

From 2011 – TO 2017 Teaching English language.

SALESMAN/HAMMADI ABID SHOP in SFAX

From 2012-TO 2013

Sale clothes and Section Agent.

-SECRETARY/DESK ADMINISTRATOR.

From 2013-TO 2014

-MULTILINGUAL FREELANCE CUSTOMER SERVICE

From 2012-TO 2013

To have a rich experience and boost career in Prestigious company scales.

SKILLS

-Microsoft Office
-Team work
-Planning/Event
planning
-Foreign languages
-Communication
-Time management
-Adaptability
-Creativity
-Proficient with
Customer
Relationship

Customers service in Freelance call center.

-FREELANCER TRANSLATOR/TECHNICAL WRITER/PROOFREADER IN FRENCH, ENGLISH, and ARABIC.

From 2013 Till NOW.

Translation, proofreading of documents and technical writing in Arabic, French, and English.

EDUCATION

-BACALAUREATE OF
LITERATURE 2001 IN EL AMRA
SECONDARY SCHOOL.
-GENERAL CERTIFICATE OF
LANGUAGE STUDY IN
HUMANITIES IN SFAX 2005.
-BACHELOR DEGREE IN ENGLISH
LANGUAGE LITERATURE AND
CIVILIZATION FROM THE
FACULTY OF ARTS AND HUMAN

LANGUAGES:

-Arabic: Excellent

-French: Excellent

-English: Excellent

-Italian :Good

SCIENCES OF SFAX.

TRAINING:

-SPECIAL TRAINING IN
INFORMATION SCIENCE AND
COMPUTER FROM A PRIVATE
TRAINING CENTER IN SFAX.
-SPECIAL TRAINING IN PROJECT
ESTABLISHING AND MANAGING
FROM EMPLOYMENT CENTER OF
JBENIANA IN 2011.

VOLUNTEER EXPERIENCE OR LEADERSHIP

- -Volunteer Teaching French and English languages for young pupils in El Baraka Non-Governmental Association.
- -Special training in First Aid and rescue from drowning.