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***(Curriculum Vitae)***

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***Ahmad Abdul-Hamid Ahmad***

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***Present Occupation& Full-Time Job in Egypt:  Senior Editor/ Translator/Interpreter***

***Education: I have B.A in English Literature.***

***Foreign Languages:  I have proficiency in English and French (Spoken and Spoken)***

***Personal Data:***

***Marital Status: Married, with three children.***

***Date of Birth: 04 October 1955***

***Place of Birth: Cairo, Egypt***

***Skills: Computer and Internet, skills of website surfing and search, typing (English & Arabic), translation (English & Arabic), editing, proofreading and revising, articles and reports writing, and managerial skills.***

***Present Job & Responsibilities: I am currently working as head of the translation & foreign affairs section for Qatari Arabic daily (Asharq), Cairo-based regional office. I have joined (Asharq) on 30 August, 2013.I am supervising 6-member team of junior editors-translators, and undertaking the following duties:***

***-Determining the assignments of every member.***

***-Reviewing and revising all the translated materials both in terms of style and grammatical criteria.***

***-Scanning the online English dailies to choose the topics and news stories that are worthy for processing.***

***Employment Record and Previous Work Experience:***

 ***(1) From                     To                                       Position***

***May 1976              June 1979                           Editor/Translator***

***Employer: Middle East News Agency (MENA), Cairo, Egypt.***

***Job Description & Duties:***

***1-Writing and editing political and economic reports, news items, and stories on local issues and regional events and developments.***

***2- Translating from English into Arabic a variety of news items and reports brought in through the wire service.***

***3- Conducting interviews with officials in different governmental organizations, members of foreign missions, and senior officials in various ministries.***

***(2) From                     To                                       Position***

***06/1980                   08/1984                        (Part-Time Translator /Editor)***

***Employer:  Al-Bilad Newspaper, Jeddah, Saudi Arabia.***

***Job Description & Duties:***

***1-Preparing a daily page on Arab and international, events and latest political developments around the world in general, and the Middle East region in particular.***

***2- Translating and editing of selected news items, stories, and reports published in the English language dailies or transmitted by global news agencies.***

***3-      Conducting interviews with foreign leading figures and senior officials during their visits to Saudi Arabia.***

***4-      Covering events and activities of Western embassies and foreign diplomatic missions in the Kingdom, and interviewing ambassadors and members of these missions.***

***(3) From                     To                                       Position***

***06/1984                08/1989                         (Full-Time Editor/Translator)***

***Employer: Same previous employer.***

***Job Description & Duties: The same duties mentioned above and undertaken while working as Part-Time Journalist/ Editor for Al-Bilad daily.***

***(4) From                     To                                       Position***

***02/1989                   12/1990                              Editor/Translator***

***Employer: German News Agency (DPA), Cairo regional office.***

***Job Description & Duties:  I was tasked with the same responsibilities, which I was doing during my three-year work in the Middle East News Agency.***

***(5) From                     To                                       Position***

***08/1990 12/1991 Editor/Translator***

***Employer: Ministry of Defense, Doha, Qatar (Press & Translation Section)***

***Job Description & Duties:***

***Writing articles, reports and analyses on the political, economic, and social issues and developments in the state of Qatar in particular and the Gulf region at large. I was also assigned with doing translation and editing works.***

 ***(6)  From                     To                                       Position***

***01/1992                       12/1994 Editor/Translator***

***Employer:  German News Agency (DPA), Cairo regional office.***

***Job Description & Duties: Same duties that I was doing during my work for DPA.***

***(7) From                     To                                       Position***

***02/1993                       11/1995                      senior Translator/-Editor (Part-Timer)***

***Employer: Al-alam Elyawam economic daily, Dokki, Cairo, Egypt.***

***Job Description & Duties:***

***As a member of the Foreign affairs & translation section, I was assigned with the following duties:***

***1-      Writing and editing a variety of different press material selected from Arabic and English language sources, including world news agencies and our correspondents abroad.***

***2-      Conducting interviews with members of Cairo-based diplomatic missions and members of the Egyptian business community.***

***3-     Translation from English to Arabic a variety of press materials and news items brought through the wire service.***

***(8) From                     To                                       Position***

***03/1995            08/2008             Head of the Foreign affairs& translation section***

***Employer: Al-alam Elyawam business daily, Dokki, Cairo, Egypt.***

***Job Description & Duties:***

***As a head of the Foreign affairs section, I was supervising 8-member team of Translators/Editors who are assigned to write and edit economic news items, stories and reports , as well as political items and reports selected from English language dailies, specialized websites on the internet, and other stories brought in  through the local and global news agencies (Reuters, AFP, AP, UPI, DPA).***

***My duties also included the following:***

***1-      Choosing news items and stories transmitted by the wire service and distributing them to members of the team***

***2-      Revising and editing all translated and written material and preparing them for publishing.***

***3-      Supervising and training the junior staff.***

***(9) From                     To                                       Position***

***07/2007           08/2008                Arabic Linguist/ translator***

 ***I worked as an Arabic linguist/ translator for*** ***the US Open Source Center (OSC), Doha-based global US Media Company. I joined the OSC in 07 August 2007.***

***My duties at the OSC were as follows:***

***1-Monitoring the pan Arab Televisions, including Al-Jazirah in Arabic; Al-Jazirah International, Al-Arabiyah in Arabic, together with other Arab TV’s.***

***2- Selecting news items, reports, interviews, stories, and others topics of interest to the OSC customers all over the world.***

***3- Creating audio and video clips of the selected items for processing; namely translating them from Arabic into idiomatic English, as well as editing them according to the OSC style.***

***4- Uploading the produced items and topics and releasing them through the OSC’s Prince, local staging, or the Dave system, with their attachments of audio, video clips or still images.***

***5- Producing program summaries, press selection lists, interviews, talk show summaries and other products from the newscasts and the live program aired by the Pan Arab TV’s***

***(10) From To Position***

***04/2009 10/2012 Fully-appointed senior Journalist/Editor***

***Employer: Muscat-based Al-Watan Arabic daily& the English daily Oman Tribune***

***Job description: I was tasked with the following duties:***

***-Writing articles, reports and news stories to be published in the newspaper.***

***-Participating in the works of editing relevant to all press material.***

***-Covering the different events and functions held nationwide.***

***-Conducting interviews with senior officials and leading figures.***

***(During my three-year work for the Muscat-based Arabic daily 'Al-Watan', I had also a freelance job at the English-daily 'Oman Tribune' as local reporter. My duties and responsibilities were as follows:***

***1-Covering various local events and functions related to Omani society.***

***2-I was also assigned to cover the activities of the Omani banking sector.***

***3-Interviewing leading businessmen and highlighting activities of the corporate sector.***

***Part-Time Jobs:***

***(1) From                     To                                       Position***

***02/2000                 04/2003                              Senior Translator/Editor/Reviser***

***Employer: Chinese News Agency (Cairo regional bureau)***

***Job Description & Duties:***

***My duties and tasks were as follows:***

***1-      Selecting news items, reports, and stories from the website of the Chinese News Agency and distributing them to members of the team.***

***2-      2- Revising the translated and the edited items both grammatically and linguistically and also in terms of editing and then sending these polished and revised item to our subscribers in Egypt and other Arab countries,***

***References:***

***1- Mokhtar Gmati***

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