|  |  |
| --- | --- |
|  | **AMR ABD EL LATIF KHALIFA ABD EL ALL****26 Ahmed Abas St, from El Maleka St, El Eshreen- Fisal.****Giza, Egypt****mr.amr\_abdol\_latif@hotmail.com****Mobile: 01220151890****Landline: 0237244647** |

|  |  |
| --- | --- |
| Objective | Seeking a challenging position in a reputable and prestigious organization where I can fully utilize my theoretical and practical skills and help others do their best.  |

|  |
| --- |
| **SKILLS SUMMARY** |

* ***Fluency command of both written and spoken English.***
* ***Excellent written and verbal communication skills, with the ability to communicate subject material to students of mixed abilities and backgrounds.***
* ***Establishing and maintaining positive relationships with fellow professionals and parents.***
* ***Enhanced internet search skills, working for Leapforce to improve Search Engine results for some of the world's largest internet search engine companies.***
* ***Excellent Knowledge of Windows and MS office.***

|  |
| --- |
| **EXPERIENCE** |

***9/2016 – Present***

***English Teacher at "Nile Language School"*** ***Giza, Egypt***

* ***Observe, assess and record children’s progress, and share knowledge with both practitioners and parents as required***
* ***Provide pastoral care and support to children, and a secure environment in which to learn***
* ***Motivate and stimulate children, encouraging learning the language through experience and practice***

***2/2016 – Present***

***English-Arabic Senior Translator at "Loc&More"***

 ***Giza, Egypt***

* ***Provide reliable, certified, and accredited translation of games and applications***
* ***Use Translation Techniques and professional editing to provide top notch translation to our clients***

***9/2015 – 9/2016***

***English Teacher at "Al Omran Language School"*** ***Giza, Egypt***

* ***Observe, assess and record children’s progress, and share knowledge with both practitioners and parents as required***
* ***Provide pastoral care and support to children, and a secure environment in which to learn***
* ***Motivate and stimulate children, encouraging learning the language through experience and practice***

***9/2013 – 9/2015***

***English Teacher at "Al Jazzera Language School"*** ***Giza, Egypt***

* ***Observe, assess and record children’s progress, and share knowledge with both practitioners and parents as required***
* ***Provide pastoral care and support to children, and a secure environment in which to learn***
* ***Motivate and stimulate children, encouraging learning the language through experience and practice***

***1/2009 – 9/2012***

***Technical Support Advisor at "Vodafone UK" Giza, Egypt***

* ***Provide client support and technical issue resolution via phone to UK residents. Configure of client's equipment to connect to the internet via modem/DSL router.***

|  |
| --- |
| **EDUCATION** |

***6/2017***

**English Literature and Translation, Bachelor of Arts**

**Cairo University, Giza, Egypt**

**Grade: Very Good 85%**

***6/2008***

**Animal Science Program, Bachelor of Agriculture**

**Cairo University, Giza, Egypt**

**Grade: Pass**

***6/2009***

**Basic Business Skills Acquisition December 2009**

**Cairo University, Giza, Egypt**

**Grade 90%**

Studies focused in English conversation, Enhanced presentation and project development skills delivered by **Berlitz** Egypt, Communication skills and world class customer service provided by **Dale Carnegie**, and Acquired basic business skills including Marketing – Sales – Bank accounting – Business correspondence and Report writing.

**PERSONAL INTERESTS**

* **Playing football and swimming**
* **Working for Leapforce at Home as a Search Engine Evaluator**
* **Reading English and Arabic Literature**
* **Writing short stories and articles**

 **PERSONAL INFORMAION**

* Date of Birth: October/29/1983
* Marital Status: Married + 2 children.
* Military Status: Final Exempted.

**REFERENCES AVAILABLE ON REQUEST**