**c.v**

Name: Enas Samy Khaled El.Adawey

Address: Egypt- Damietta- New Damietta city.

Cellular No.: 002 01066221078

E-mail: ch\_en\_ar.translator@live.com

Skype: Mrs Enas Translator

**Personal Statement:**

**Name**: Enas Samy Khaled El.Adawey.

**Gender**: Female.

**Address**: Damietta- New Damietta city, 1st Quarter, 3rd Religion,36 street Building No . 14 B.

**Country**: Egypt.

**Mobile No.**: 002 01066221078

**Date of Birth**: 14/02/1983.

**Place of Birth**: Damietta city.

**Nationality**: Egyptian.

**Marital Status:** Married.

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|  **Bank information:** |
| **Account holder's name:** Enas Samy Khaled El.Adawey |
| **Bank name**: Faisal Bank |
| **Account No.:** 6794 |
|  |
| **IBAN code:** FIEG EG CX DOM |
| **Branch name** :New Damietta |
| **Branch location:** Egypt- New Damietta branch, the main street, Central Zone, New Damietta |

**Education:**

**Qualification**: License degree- Al.Alsun faculty (2004).

**University**: Ain Shams.

**Specialty**: Chinese language.

 Second language: English.

 Native Language: Arabic

**Previous Experience:**

**Technical & Industrial Translation:**

\*Work as a translator in many factories & companies:

 - I am translated the machines technical books from English & Chinese into Arabic.

 - Work as an interpreter between foreigner technical experts & local technical from Chinese & English into Arabic.

 - I participate in establishing these factories.

**Commercial Translation:**

Financial Documents Translation:-

-Translate contract of commercial deals & industrial agreements with the partners, quotation, sales confirmation ,confirmation of purchase, export license, bill of exchange, commercial invoice, bill of lading, insurance policy, certificate of quality, inspection certificate of health, certificate of measurement& weight, certificate of origin form, packing list, quality management system contract with its various versions, and other documents.

**Legal Translation:**

-Translate reports & speeches of navigation works, and Inco terms contracts.

**-**filling visa applications & travelling documents.

 **Advertisements Translation:**

I established the website & catalogues advertisement content of some Egyptian companies in both Arabic & English languages, such as:

 [www.reemaegypto.com](http://www.reemaegypto.com)

**Cultural & literary translation:**

- I work in some translation centers in these fields: Such as novels translation.

 **Food Industry:**

-I have worked as an English / Arabic & Arabic/ English translator in two Egyptian food factories for 3 years. One is diary industries, and the other is Food Concentrates & Beverages industry . - I have a very good experience in Botany food industry translation, And I have read many recourses in this field.

**Training & Courses:**

- Excellent degree in (Al.Tareeqa Al.Norania) in Arabic phonetics. (in September 2012).

-N.L.P diploma (nervous linguistics programming.(BY Dr. Ibrahim El.Fekey, in July 2011).

- Comprehensive course in business skills: (time management, leadership, communication skills, marketing & selling skills, crises management, C.V writing & interview skills from Arabic European for youth & development, in July 2011).

- “Creative Thinking” certificate from Egypt Public Library in Damietta (2006).

- Certificate of cultural excellence from Al.Alsun Faculty, Youth Activities Department (2003).

**Skills:**

**- Computer skills:**

 Microsoft office: word, excel, access, power point).

 Very good in formatting in writing text.-

Good dealing with internet.-

**-language skills**: very good in translate & auditing from & into Chinese, English, and Arabic languages.

**Honors & Awards:**

- Certificate of creative thinking (from Egypt public library in 2006).

- Certificate of cultural excellence (from students union- Al.Alsun facility in 2003).

**References:**

All references & letters are available to whom it my concern.