Fatma Khaled Fadl El-Amen

22 El-Hedayia st, Maryotia, Faisal

Giza, Egypt

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**EDUCATION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Helwan University**  **Helwan, Egypt**

**Faculty of Arts English Department,**

**Undergraduate**

**OBJECTIVE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Seeking a challenging position where my theoretical and practical
* experience could be developed and enhanced

**SKILLS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_-----------------------------------**

 **Language Skills**

* Excellent command of Arabic (Mother tongue).
* Very Good command of both written and spoken English.

 **Computer Skills:**

* Excellent Knowledge of using internet.
* Excellent knowledge of Microsoft Office.

**TRAINING COURSES:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_**

* General English course at **British Council**  Date: 25/6/2012
* Trained in a translation office Date:15/12/2015

**INTERESTS:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* I enjoy using the internet, listening to English music and reading English and Arabic novels.

**PERSONAL INFORMATION:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_**

* Date of Birth: August 10th 1996
* Marital Status: single
* **References Furnished Upon Request**