**Huda Talib Saif Alkhawaldi**

**Sultanate of Oman**

**ALKHABOORAH/ALBATNA**

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**Personal Information:**

* **Nationality: Omani**
* **Marital Status: Single**
* **Date of Birth: 10/08/1995**
* **Permanent Address alkhaboorah\albatna**

**Experience Work:**

**Jun 2016:**

* **Peer tooter in writing center in the University of Nizwa**

**Courses:**

 **19 Jan 2015**

* **Computer skills Level 2 in Sohar institution of technology**

**Education:**

**Candidate for bachelor 2020:**

* **Bachelor degree in English language and translation ,**

**University of Nizwa, Oman**

**Sep2013 – May2014**

* **Foundation Course**

 **University of Nizwa, Oman**

**Aug2014**

* **Certificate of TOEFL**

 **University of Nizwa Oman**

**July2014**

* **Certificate of (Digital Literacy)**

**Jun2010**

* **High school diploma**

 **Safya Bint Abdo Almotaleb (10-12)**

**Safya Bint Abdo Almotaleb Jun, 2013**

**Career Objective:**

**A position that required skills & abilities in translating any kind of texts and the knowledge in the grammar and vocabulary of English**

**Skills:**

* **Good communication skills in English and Arabic.**
* **Good knowledge in Computer Operations (Microsoft Application) and network systems.**
* **Excellent behavior.**
* **Bachelor (English language and translation ).**
* **Certificate of TOEFL 500 points degree.**
* **Ability to use of fine measurement tools.**
* **Certificate training in translation company (altrjman)**
* **Team player.**
* **Time management.**
* **Good interpersonal skills.**
* **Work under pressure.**

**Languages:**

* **Arabic: Mother tongue.**
* **English: excellent speaking, writing and reading.**

 **Off-site Training:**

* **ALTARJUMAN company for translation**
* **Peer totter in TOFEL work shop**
* **Peer totter in TWC (Nizwa University)**
* **Certificate of training from students support program completed about (1487) training hours, that job duties were:**
* **Interior corresponds.**
* **Printing and copying.**
* **Filing of papers.**
* **Link between students and supervising.**
* **Carry out the duties assigned by the supervisor.**

**Certificates:**

|  |  |
| --- | --- |
| **Date** | **Certificate** |
| **(28-29)/9/2017** |  **Translators conference II**  |
| **9/11/2015** | **In the 15th international Arab conference on information Technology**  |
| **(28-29)/10/2014** | **Student’s conference VI entitled charity values and their role in the development of individuals and nations.** |
| **6/4/2016** | **In the English society Day in Ibri college of technology .** |
| **(16-26)/3/2011** | **In the forth English language and translation bridges day .** |

**References:**

**Upon request**