**Khalid Mohammed Mahdy**

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**Career Objective:**

A multi-skilled, reliable & talented translator and communications specialist with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

**Education:**

* 1999-2003 Benha University
* Faculty of Arts
* English Department
* Grade: Pass
* 2015 Bachelor of [HIISFL] the Higher Institute for Islamic Studies in Foreign Languages.
* Grade: Very good

**Skills:**

* 1. **Computer skills**
* Excellent knowledge of Microsoft Office Application
* Excellent knowledge of Microsoft windows
  1. **Language skills**
* Native language Arabic
* Excellent command of both written and spoken English
* French [working knowledge]

**Experience:**

* Started since [January 2007] and up until the present time employed as an English-Arabic , Arabic-English Translator, Legal Researcher and Social Media Specialist in ***Dar al-Iftaa al-Misriyyah* [Ministry of Justice]** and this includes:
* Fighting radical religious beliefs and extremist ideology
* Managing and administering both Egypt’s Dar al-Ifta Facebook page and website including uploading, editing and posting the content
* Contributing to website projects
* Subtitling YouTube videos and programs
* Translating written fatwas from Arabic to English
* Translating and writing articles
* [Simultaneous](https://www.google.com.eg/url?sa=t&rct=j&q=&esrc=s&source=web&cd=2&cad=rja&uact=8&ved=0ahUKEwjWhYn_4PjRAhXH0xoKHe04CsAQFgghMAE&url=http%3A%2F%2Fwww.londontranslations.co.uk%2Four-services%2Fsimultaneous-interpreters%2F&usg=AFQjCNH7_Rg9imi5TaeQ-U7GX5f5OLoLdA&sig2=DPRRVr1wRXnOGNy9Zhucgg&bvm=bv.146094739,d.d2s) interpretation
* Translating Islamic Fiqh books and researches
* Planning and taking part in online campaigns
* Two years previous experience [from January 2004 – January 2006]as an English teacher for the preparatory and secondary stages in ***AL-Manara Modern School***
* Started since May 2017, as ***Appen Global*** consultant and social media evaluator

**Training:**

* Certificate of Groundwork translation from the (***American University in Cairo***)
* Apr 03-jul 03 Basic Business Acquisition Skills (BBSA) Cairo. Egypt Sponsored by the ***Future Generation Foundation* (FGF**)
* Developed language and computer skills
* Enhanced presentation & project development skills
* Acquired basic business skills including: Marketing. Sales. Banking. Accounting. Business correspondence and report writing
* Udacity Nanodegree Digital Marketing Certificate (March 2021)

**Personal information:**

* Date of birth: 09/06/1982
* Marital status: Married
* Military status: Exempted