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| PERSONAL INFORMATION | Muhammed AbdelSalam Radwan |
|  | 202-23931331  +2-01003610262  |
| muhammedradwan87@hotmail.com |
|  Date of birth 27/03/1987 | Nationality :Egyptian  |

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| PErsonal statement and areas of expertise |

I am a career and goal oriented person who wishes to excel in the following fields, where I would be an asset to any

Company:

•Journalism • Translation • Human rights • Social media, Interpreting, Transcription, Editing, Database management, and Research

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| WORK EXPERIENCE |   |

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| June 2016-till present  | Research Assistant / Translator /Project Deputy Coordinator |
| Centre for Intercultural Dialogue and Translation (CIDT), Cairo<https://www.cidtegypt.com/home>info@cidtegypt.com +002 02 23598087 |
| * Research Assistant / Translator /Project Deputy Coordinator
* - DANS project I (June 2016- February 2017)
* Project Coordinator, Database Management Editor: The CIDT-Archdiocese of Köln Database Infrastructure project (DANSII) March 1, 2017-December 31-2018.
* Duties entailed:
* The classification and preparation of all 40,000 documents from the Arab-West report database to be
* Uploaded on the DANS database. The goal of the DANS Project is to make the Arab West Report data more accessible to academic researchers, NGOs, and governmental organizations interested in doing more research on Egypt.
* The task also entails language editing, translation, transcription of interviews.
* Other Tasks: Translation of Arabic news summaries into English:
* These excerpts from news coverage from Egypt concerned the political status quo, freedom of speech, freedom of press, interfaith dialogue, religious freedoms, and women rights
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| --For further information:--http://www.arabwestreport.info/en-Or visit the Face Book page:-https://www.facebook.com/cawu99/ |
| 2013-2018 | Freelance Translator |
|  | - Summary overview of books and novels published in Arabic and translated the summary into English for the same agency in China.- Translator - the Arabian Gulf based Organization CSR International Company from English into Arabic and vice versa.- Translator, Fixer - Womanhood documentary project (2016) Film by French filmmaker Florie Bavard - Research assistant to then PHD candidate Jared Mccormick, now a professor at New York university. 2013- 2014:Freelance Translator - Goethe Institute in Cairo-Internship at Al Anandolu News Agency in Cairo (ME office) where I worked as a translator /Editor (October 2013).Fixer (Summer 2013):As a fixer, I assisted a number of Foreign Journalists in Cairo. I was in charge of arranging for the interviews and translating for the expatriate journalists (European and American).- |
| January 2008 - March 2013 | Editor /Translator |
|  | Forein Desk at Al Dostoor Newspaper ( a daily independent Egyptian newspaper |
|  | Tasks: Reporting and Covering World News and Foreign Affairs, Features, Investigative Reports and Editing Breaking news from Newswire and Agencies: |

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| EDUCATION AND TRAINING |   |

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| September 2012- June 2014  | English Translation Diploma  |  |
| Faculty of Arts, Department of English Literature at Cairo University. |
| * GPA: Very good (B)
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| September 2003- June 2008  | * Bachelor’s Degree B.A in Journalism
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|  | * Faculty of Arts, Mass Communications department , Helwan University in Cairo
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|  | * GPA: good
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| PERSONAL SKILLS |   |

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| Mother tongue(s) | Arabic  |
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| Other language(s) | UNDERSTANDING  | SPEAKING  | WRITING  |
| Listening  | Reading  | Spoken interaction  | Spoken production  |  |
| English  | fluent | fluent | fluent | fluent | fluent |
| Spanish | Very Good  |
| French | fair |
| German  | Basic  |

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| Communication skills | * good communication skills gained through my experience as a journalist and translator
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| Organisational / managerial skills | * leadership (currently responsible for a team of numerous interns)

-work under pressure-Meet deadlines - Fit in a multicultural environment |

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| Job-related skills | Writing, Editing, Translating, Social media expert, Transcription, Database management, Interviewing, Research, interpreting. |

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| Digital skills |  |
|  Microsoft office Windows XP, Mac | * good command of office suite (word processor, spread sheet, presentation software)
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| ConferencesCoursesCertifications | **-The YLVP 2011 program by The Swedish Institute (May 2011):** Participant of the 2011 Young Leaders Visitors Program “YLVP” – (Social Media for PositiveChange) held and sponsored by the Swedish Institute in Stockholm, Sweden during May2011. I also attended a follow-up of the program that was held in Alexandria, Egypt in November 2011, where I received a Certificate (a Diploma) in the field of Social Media This was followed by an Alumni meeting in Rabat 2013.- **Thomson Reuters Foundation’s Multimedia Web Tools for Journalists program in London, the UK** (September 2010): I received a certificate from Reuters upon the conclusion of the one-week training. * Certifications: IELTS (score to be determined in January 2019).
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