

Mai Hossam El kabany

Personal Information



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Professional skills

Microsoft Office

Advanced

Power Point

Design

Advanced

Aegisub

subtitling

Expert

Jubler subtitling

Expert

Subtitle Editor

Expert

Movavie Vedio

Editor

Expert

Presentation skills

Expert

Chinese Speaker & Freelance Trainer



Career Objective

My object is to find a suitable and challenging job opportunity with a challenging position that can help me to gain more experience and knowledge and help me to develop my skills continuously, also helps me to be useful for people and serve their good needs and develop my country or any other place.

Employment History

Chinese Tour Guide -

Bus Travel, Egypt-Cairo

January 2017 - December 2017

Chinese translator and a mobile application Tester -

Uplive (A Chinese company), Egypt-Cairo- Maadi

May 2018 - June 2018

Operation Officer - VFS Global

Company, Egypt-Cairo - Dokki

March 2019 - May 2019

Part Time Chinese Instructor - MODLI (military forces

institute for Languages), Egypt-Cairo

July 2018 - December 2019

Freelance Soft skills and languages Trainer - Online, in centers and in volunteering places, Egypt-Cairo

January 2019- till now

Language

Skills

Arabic

Native

English

Fluent

Chinese

Proficient

Education

Bachelor Degree in Chinese and English languages and literature –
Ain Shams university- Alsun Faculty- Egypt-Cairo

2012 – 2016

Internships

- **August 2014:** Training in Misr Petroleum Company.
- **September 2015:** Training in the Chinese- Arabic Language Translators Preparing workshop, Translation Committee, High Council of Culture.
- **January 2018:** Egypt Air internship in the stations and transfer department at Cairo international airport.

Courses and Certificates

- **September 2013:** Translation and Conversation Chinese Course, Educational Cultural center.
- **September 2014:** Chinese Language Tourism Guidance Course, Educational Cultural center.
- **October 2014:** Advanced Conversation in Chinese Language, Confissious Institute, Cairo university.
- **August 2016:** IT and Microsoft office course, Military forces institute.
- **November 2016:** An educational course of different fields in international law, economy, international relations, languages and politics for foreign affairs ministry exams, UTC academy.
- **May 2017:** MTD course in military forces institute for language (MODLI), a course in advanced teaching approaches.
- **November 2017:** Training of Trainers (TOT) Diploma in segment 11.
- **December 2017:** HR Diploma in the army forces institute of Technology.
- **September 2018:** A course in teaching Arabic and Quraan for non - Arabic Speakers.
- **January 2019:** Diploma in TTT at Tamayouz company for training (Advanced Training methods and Designing training materials).

- **June 2020:** Course in life coaching, Almentor online courses.
- **May 2020:** TEFL online diploma on Almentor platform.
- **May 2020:** Movies & Series Subtitling and video editing workshop using Aegiesub platform and Movavie editor.

Extra Activities

- Volunteer in Resala Charity Association.
- Former Volunteer in 57357 Children cancer hospital.
- Volunteer at Huda team for online teaching Arabic and Quraan for foreigners.
- Organizer and Presenter at Chinese-Arabic Hypothetical Translation Conference, Alsun Faculty.
- Host of a lot of volunteering events.

Achievements

- ✓ Translating, Subtitling, and Time coding 2 short Chinese movies.
- ✓ Made a Voice Over short story video.
- ✓ Trained more than 100 hours in languages and soft skills.

References are upon Request