

# Menna Adel Mohammed

Translator- content creator

## About Me

graduated of Al\_Alsun Ain shams university. Was learning Turkish as a first Language and English as a second language. Plus Arabic as an essential language.

I have 3 years at Arabic content creation and 4 years at translation from English to Arabic.

I'm volunteer translator at Global voices, and content creator at Shaimaaafifi.net.

## Contact



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## Education

(2012 - 2016)

**Turkish & English Translation**

**Al-Alsun Ain shams University**

Bachelor of Translation

Good

## Skills & Qualifications

- Very Good English Written and Spoken.
- Good Microsoft Office.
- Appointment setting.
- Communication.
- Problem solving.
- Attention to detail.
- Research skills.
- Strategist.
- Arabic content writing.
- Copywriter.
- Designer Using Canava.
- Calendar management.
- Time management.
- Foreign language skills.
- Writing letters and emails.
- Microsoft Office.
- Using Google suit.

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## EXPERIENCE

### VOLUNTEERING

**(Mar 2021 - present)**

Arabic Translator  
-Global Voices  
<https://ar.globalvoices.org/author/menna-adel/>

**(Jan 2023 - Feb 2023)**

Content Writer  
-Shaimaaafifi.net

### INTERNSHIP

**(Mar 2022 - Apr 2022)**

Arabic Content writer  
-Translation Birds

**(Oct 2022 - Jan 2023)**

Content Writer  
-Shaimaaafifi.net

### FULL TIME

**(May 2022 - July 2022)**

Arabic Content Writer  
Lets Market.it

Clients:  
Global bases medical supplies.  
Makamat.

### FREELANCE

**(May 2023 - Sep 2023)**

Marketing Strategy specialist  
- shaimaaafifi.net

**(Sep 2023 - Oct 2023)**

Article writer  
- Neo Arabic

**(Oct 2023 - Dec 2023)**

Planner Content writer  
- Shaimaaafifi.net  
"مساحتي" planner

**(Jan 2024 - Feb 2024)**

Social media specialist  
- Shaimaaafifi.net

### REFERENCE

<https://mennaadel.journoportfolio.com/>

# Menna Adel Mohammed

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## Courses

**(Nov 2016 - Dec 2016)**

ICDL courses

**(Dec 2016 - Dec 2016)**

English Conversational Skills for  
Beginners " by British Council "  
- Edraak (online course)

**(Oct 2018 - Nov 2018)**

CAT Tools Course & Subtitle  
translation  
- Cube Localization

**(June 2019 - Aug 2019)**

Write Professional Emails in  
English "by Georgia Institute of  
Technology "  
- Coursera (online course)

**(Dec 2019 - Jan 2020)**

أساسيات قواعد اللغة العربية: النحو والإملاء  
- Edraak (online course)

**( Aug 2021 - Aug 2021 )**

مقدمة إلى الصحافة الرقمية  
- Reuters (online course)

**( Jan 2022 - Feb 2022 )**

Content writing course  
- Translation Birds

**(Feb 2022 - April 2022)**

Digital Marketing challenger  
scholarship  
- Udacity "FWD"

**(Aug 2022 - Sep 2022)**

Content Writing  
- Shaimaaafifi.net

**(May 2023 - June 2023)**

Academic English:  
Grammar and punctuation.  
- Coursera (online course)

**(Jan 2024 - Feb 2024)**

Content Marketing Course  
- Amr Naiem School (online course)