**Yara Khaled Al-Sayes**

2/4, Laselki St, Maadi

Maadi, Cairo, Egypt

Mobile: +2 012 261 24 717

E-mail: yara.alsayes@gmail.com

**Career Objectives:**

A career in writing, editing and translating, where I can employ the talent I possess as well as develop and polish it further.

**Work Experience (Starting by most recent):**

**What Women Want… Magazine – Freelance Writer (Jan 2018 – Present)**

I write entertaining, brand-focused advertorials for the Magazine’s clients in Arabic and English.

**ALTV – The Room Co-Host (Jul 2017 – Sep 2017)**

While working on The Room, a web show focused on pop culture, I worked with the team on coming up with topics for each episode, researching the chosen topics, and co-hosting the show.

**Carousel – Freelance Writer (March 2017 – Present)**For Carousel, I write press releases which are engaging and fun for the reader, yet also informative, making sure to highlight the client’s message.

**International News Editing – Translator (Feb 2017 – July 2019)**

In this part-time position, I translated news articles from Arabic to English for the most part, but also from English to Arabic on occasion. I worked under time restrictions, which helped me learn to translate quickly and efficiently.

**RE/MAX Egypt – Writer/Editor (Dec 2016 – May 2018)**

In this position I came up with article ideas, did the required research and interviews, and wrote the articles for RE/MAX’s quarterly magazine. I also provided editing services for the magazine’s content.

**The Daily Crisp – Freelance Journalist (Nov 2016 – Present)**

I write creative investigative articles for The Daily Crisp. The articles I provide focus mostly on health, nutrition and lifestyle.

**Square Media Production – Script Writer (Nov 2016 – Jan 2018)**

I worked with Square Media Productions on a script for an educational show. The project, however, was eventually halted.

**Laha Mart – Copywriter/Translator (Nov 2016)**

During my work with Laha Mart, I have done copywriting in English then translated it into Arabic. Laha Mart is an online shopping website, and the copywriting I did was for their products. I have also translated some of the other information on their website from Arabic to English and from English to Arabic.

**What Women Want... Magazine - Staff Writer (Oct 2013 - Sep 2016)**

During my three years of work with What Women Want... Magazine I was responsible for writing, editing, proofreading and translating articles. I was also responsible for the magazine's website, coming up with new content ideas, and dividing writing tasks on the team, among many more tasks. I have been promoted during my time working there.

**Solo International – Project Coordinator (Aug 2012 – Oct 2013)**

Performing both event coordination (mostly concerts) and office work, including copyediting and translating a portion of the company’s website content.

**Vodafone UK – Customer Support (Billing and Charging) (Dec 2011 – May 2012)**

Providing the customers with all the help they might need in the billing and charging department as well as some light technical services.

**Big City News – Online Reporter (Dec 2011 – Oct 2012)**

Providing news articles about Cairo in all aspects and fields on freelance basis.

**Rock Era Magazine – Freelance Editor (Sep 2011 – Dec 2011)**

Editing articles about the local and International rock music scene.

**Raya Holding Co. – Customer Service Agent (Oct 2008 - Dec 2009)**

Managing and handling requests into meeting up the customer’s satisfaction and needs along with maintaining the line of productivity set by the upper management.

**Physiotherapy Medical Center – Receptionist (K.S.A) (Jun 2005 – Aug 2005)**

Managing the medical center’s agenda throughout scheduling, arranging and organizing the flow of work and tasks.

**Additional Experience:**

**Bikyamasr.com – Freelance Columnist (Nov 2012)**

Published three articles on Bikyanews.com. Formerly known as Bikyamasr.com.

**Arab Development Initiative: Envision Arabia Summit 2012 – Speaker and Project Workshop Monitor (Oct 6 – Oct 8)**

Gave a speech, along with TahrirSupplies teammate Amira Ayman about our experience running the Twitter account TahrirSupplies which was responsible for coordinating the supplies needed in the field hospitals in Tahrir. As well as that, we have monitored workshops in which delegates have developed their project proposals, offering insight and advice.

**Quality Travel Agency – Tour Leader (Nov 2007 – Dec 2007)**

Consistently delivering a high level of satisfaction to the travelers along with providing leadership and being responsible for their well-being.

**Education:**

- El Madrasa El Thanaweya El Oula – Thanaweya Amma Certificate (Equivalent) – Jubail, KSA. (1994 – 2006)

- Tourism and Hotel Management – Tour guidance – Helwan University (2006-2011).

**Personal Attributes:**

1- Excellent interpersonal skills - good communicator, scheduled and high integrity.

2- Reliable and dependable - high personal standards and attention to detail.

3- Good researcher - creative and methodical - probing and resourceful.

**Skills:**

**Languages:**

\* English - Fluently Spoken and Written (Translation to Arabic as well).

\* Spanish - Fairly Spoken.

\* Arabic - Mother tongue (Translation to English).

**Computer Software:**

- Microsoft Word, Excel and Power Point, and ability to work on most PC software.

**Personal Data:**

Full Name: Yara Khaled Salah Al-Deen Mohamed Alsayes.

Date of birth: 09/09/1988.

Marital Status: Married.

Nationality: Egyptian.

**References:**

- Furnished upon request.