



Amir M. Javaheri

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WORK EXPERIENCE

Secretariat of the Economic Cooperation Organization

(Farsi-English & English-Farsi)

2008 — Present

- Working in various fields including drug control, transnational organized crime, terrorism, human trafficking and illegal migration, sustainable development, alternative development and Millennium Development Goals, money laundering, police cooperation against cyber crime, transport and communication, environment, insurance, transport and etc.

- Interpretation Skills (Simultaneous Translation) in all fields of United Nations

- Organizing events with relevant Regional and International Organization tasked with the same mandate

Hamayesh Afarinan Company

June 2006 — January 2008

Translator and Event Organizer

- Providing consecutive translation for bilateral/multilateral meetings

- Managing the Secretariat of International Conferences

- Organizing events and bilateral meetings

- Making coordination for arrival and accommodation of delegations

- Providing IT services for Computer/Internet Site in meetings

Behin Avar

February 2004 — April 2006

Translator and Sales Manager

- Performing translation tasks

- Interpreting meetings

- Translating contracts from Farsi to English

QUALIFICATIONS

- English language proficiency level (Advanced) all four skills
- Interpretation skills (in various technical and UN-related fields)
- IT and Computer skills (Ms Office, Corel Draw, Photoshop, and other software) -
- Having experience of working in international and multicultural environments
- Having experience of working at UN-like structures
- Diplomatic and official correspondence skills
- Having experience of handling confidential official information/documents
- Familiar to all types of official/diplomatic documents / protocols
- Holding several certificates for attending workshops

INTERESTS

- Working with professional teams
- Working in multicultural environments
- Learning new things everyday
- IT and Computer world
- Photography
- Intercultural interactions

REFERENCES

References available upon request.

EDUCATION

Translation Studies - M.A
Science and Research University - Tehran

2010 — 2012

English Translation - B.A
Azad University - Northern Tehran branch

1999 — 2005