



Mr. Khaled Ibrahim

English & Arabic Instructor & Translator

English& Arabic teacher and translator offering 20+ years' teaching experience, consistent performance record, excellent reviews and successful field related achievements.

📍 United Arab Emirates

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✉ khaledibrahim80@gmail.com

PERSONAL INFORMATION

🚩 NATIONALITY
Egypt

❤️ MARITAL STATUS
Married

👤 AGE
42 Years

🚗 DRIVING LICENCE
Yes, available

🗣️ LANGUAGES

Arabic

Reading ██████████ 100%
Writing ██████████ 100%
Speaking ██████████ 100%
Listening ██████████ 100%

English

Reading ██████████ 100%
Writing ██████████ 100%
Speaking ██████████ 100%
Listening ██████████ 100%

INTRODUCTION

I am committed to being a positive driver of business goals and confident in my ability to improve your company's operational performance. I am available to interview anytime and look forward to speaking with you.

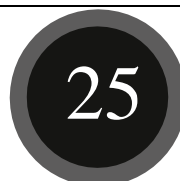
WORK EXPERIENCE SUMMARY



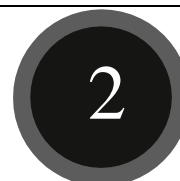
Years
Experience



Job
Positions



Professional
Skills



Spoken
Languages

PROFESSIONALSKILLS

Interpersonal Skills.

Written Communication Skills

Collaboration And Teamwork

Leadership Skills

Customer Service Systems

Teaching

Machine Learning

Early Childhood And Learning Concep

Database Design

Ms Office

Office Management

Office Management And Maintenance

Secretarial jobs

Reception jobs

Certain Personality Traits

Cross-cultural Communication

Translation

Proofreading And Editing Copy

Cloud Computing

Coaching

Writing Emails And Letters

Administration

Technology Use

Equipment Maintenance

Security



College of Arts
Bachelor's degree
B.A of Arts,
English Language
& Literature
September, 1997 – May, 2001
College of Education
Higher Diploma
English Methodology
September, 2001 – June, 2021

WORK TIMELINE

March, 2023 – Present

Data Entry Operator, QIZ Co., UAE

December, 2021 – January, 2023

English Teacher, Electronic Pioneer & Teacher Supervisor
Al Azhar Model Language Institutes, Cairo, Egypt

April, 2021 – November, 2021

Call center agent, Mashreq bank, UAE

December, 2015 – September, 2018

Translator, Reviewer, Interpreter & Administration and Coordination Officer,
National Company for Learning & Education, Riyadh, Saudi Arabia

March, 2017- Present.

Freelance Arabic & English Tutor, Global LT Company, USA

October, 2013 – October, 2014

Royal Service Agent & CID Data Entry Clerk, Fairmont Dubai, UAE

March, 2010 – October, 2013

Office Manager, Receptionist, Translator and Admin, Liberty Investment Co., UAE

May, 2009- March, 2010

Lifeguard, Atlantis the palm resort, Dubai, UAE

December, 2007- May, 2009

Lifeguard, Receptionist and waiter, IHG, Dubai, UAE

April, 2004- December, 2007

English teacher, Freelance Arabic/English Translator and Tutor, Egypt

July, 2003- April, 2004

Waiter, Four Seasons Resort, Sharm El Sheikh, Sinai, Egypt

January, 2000- December, 2002

Arabic / English Translator, Reviewer & Instructor, The SCTR, Egypt