**61, Rue Ibn Mandhour**

**Cité Ennozha,**

**2080, Ariana, TUNISIE**

Khemais CHAIEB

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| Personal Information | * DOB: November 15, 1957, Tunisia * Tel. (216 71) 714 245 or 849 000 * GSM (216 52) 988 226 * E-mail: khemais\_chaieb@yahoo.com * Marital Status : Married, 3 children * Languages : Arabic (mother tongue), English (excellent), French (excellent) |
| Professional qualifications | 1982-Present Freelance Translator (Arabic, English, French)  Feb. 2009-Present: A S B U Tunis  Information Officer   * Establish a communication (PR) department * Webmaster * Newsletter * Produce PR material (leaflets, booklets, DVD's, etc.)   April 99-Feb. 2009: MINISTRY OF TOURISM Tunis  PR Consultant   * Help establish a communication (PR) department * Promote Tunisian tourism through internet * Produce a weekly newsletter, *Flash Tourism* * Help produce several CD-ROM’s on Tunisian tourism |
|  | 3/1998–4/99: MEDA TEAM TUNISIE (EU Project) Tunis  Expert, Information and Culture   * Promote European Union’s co-operation projects in Tunisia * Produce/distribute a daily “Electronic Newsletter”. * Organise cultural activities of the EU’s Delegation in Tunis * Handle relations with the press and with the public in general |
|  | Feb. 97-March 98 EL-FOULADH (steel maker) Menzel Bourguiba  Director of Communication   * Promote internal communication * Secretary Permanent of the “TQM Committee” * Member, Cultural Committee of the company. |
|  | 1987-1997 US Embassy Tunis  Information Specialist   * Promote Embassy’s activities in Tunisia * Organise major event, such as Official visits, US-PLO Dialogue, political * dialogue in the Great Lakes (Africa) * Organise media and cultural exchanges * Organise an annual training programme for African and Arab journalists * (3 weeks) * Run teleconferences between Tunis, Washington and other capitals |
|  | 1986-198 Emirate News Agency (WAM) Tunis  Foreign Correspondent   * Cover Tunisian, PLO’s and Arab League’s events * Write regular news analysis and commentaries.   1980-1986 Saudi Arabia’s daily “Al-Riyadh Tunis and USA   * Foreign Correspondent * File reports from Tunis and the US   1980-1984 Tunisian Television Tunis  Reporter and Producer   * Prepare Arabic-language newscast * Produce weekly analysis/commentary on major world events (“*The World this Week”)* * Produce field reports     1992-1997 Public and Private Universities Tunis  Professor  Courses taught: translation, reporting, Public Relations |
| Academic Qualifications | 1984–1986 University of KANSAS, Lawrence, USA  Master’s of Science in Journalism and Mass Communications  1976-80 Institut de Presse et Sciences de l’Information (IPSI) Tunis  Maîtrise de Journalisme Politique et Juridique. |
| Publications | * 1997: **“Introduction to Public Relations”,** in Arabic, Editions CLE, 302 pages * 2011: “**Reporting Basics**” **,** in Arabic |