**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 TunisInformation Officer * Establish a communication (PR) department
* Webmaster
* Newsletter
* Produce PR material (leaflets, booklets, DVD's, etc.)

April 99-Feb. 2009: MINISTRY OF TOURISM TunisPR 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) TunisExpert, 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 BourguibaDirector of Communication * Promote internal communication
* Secretary Permanent of the “TQM Committee”
* Member, Cultural Committee of the company.
 |
|  | 1987-1997 US Embassy TunisInformation 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) TunisForeign 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 TunisReporter 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 TunisProfessorCourses taught: translation, reporting, Public Relations |
| Academic Qualifications | 1984–1986 University of KANSAS, Lawrence, USAMaster’s of Science in Journalism and Mass Communications1976-80 Institut de Presse et Sciences de l’Information (IPSI) TunisMaîtrise de Journalisme Politique et Juridique. |
| Publications | * 1997: **“Introduction to Public Relations”,** in Arabic, Editions CLE, 302 pages
* 2011: “**Reporting Basics**” **,** in Arabic
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