

NAME: Hawazen

Email Address: hawazen.378404@2freemail.com

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| Gender: |  | Female |
| Birth Date: |  | 31 December 1987 |
| Nationality: |  | Jordanian |
| Visa Status: |  | Resident |
| Residence Location: |  | Dubai  |
| Marital Status: |  | Married |
| Driving License: |  | Jordan – UAE |

 Mobile Phone Number: +971505891826

Location: Dubai

# Personal Information

#  Career Objective

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| --- | --- |
|  | I am seeking a position where I can further progress my linguistic knowledge and technical skills employing my knowledge in English language or any other related skills in management. |
| Target Industry ( double major) : | Applied Linguistics ( M.S.)- English & Spanish languages literature (B.S.) |
| Employment Type: | Translator ( general and legal documents)& researcher & any position related to the field of study  |
| Employment Status: | Full time |
| Target Monthly Salary: | According to the company staff |

# Professional Experience

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| --- | --- |
| 1. Researcher & Translator at PRUNZ for research

Wadi Saqra Street, Amman , Jordan | January-November 2014 |
| 1. Researcher & Translator at IFRAD -

King Raniya Street, building No. 197, Amman, Jordan Company Industry: Education, Training, and LibraryJob Role: ResearcherDuties: * Research to help students translate and write the studies or researches that they need to complete their education.
* Research and prepare Master and Ph.D. dissertations. So that I have ;
	+ Comprehensive and thorough knowledge on the field or subject of specialization.
	+ Knowledge of common referencing styles. Example: Harvard, APA, Chicago, MLA.
	+ Excellent research and analytical skills.
	+ Outstanding comprehension of current issues
	+ Ability to choose relevant and appropriate research resources and materials, with knowledge of peer journal article databases to use.
	+ Ability to present thoughts clearly and coherently
	+ Fluent in English, articulate and able to write well in English
 | March2010- September 2013 |
| 1. Translator,

Al Huda for translationAl- Abdalli – Amman Company industry : translation Job Role: translator  | August 2010 – February 2011 |

# Education

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| --- | --- |
| * Jordan university of science & technology , Irbid , Jordan

Master degree ( English) DEGREE : very good | September 2011 – 2014  |
| * Jordan university, Amman, Jordan

Bachelor's degree/higher diploma ( English & Spanish language ) DEGREE : very good  |  September 2005- June 2009 |
| Courses: * + TOFEL EXAM 2005-2007
	+ IELTS EXAM (NOT YET)
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# Career Level

|  |  |
| --- | --- |
| Career Level: | Mid-Career |
| Notice Period to Work: | Immediately |
| Last Monthly Salary: | JD 400 |

# Skills

Skill Years of Experience Skill Last Used

 Level

|  |  |  |  |
| --- | --- | --- | --- |
| Microsoft Office software & the Internet | More than 10 years | Expert | 1 month or less  |

# Languages

Language Years of Experience Skill Level Last Used

|  |  |  |  |
| --- | --- | --- | --- |
| English | More than 5 years | Expert | 1 month or less |
| Spanish  | 2 years | Moderate  | During study period  |
| German  | 1 year  | Weak  | Before 3 years |

\* All documents will be furnished once needed.