Name: Heba H. Hashim

Nationality: Saudi

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**Education & Qualifications**

2011

Master’s degree in Applied Linguistics- King Saud University

1999

Bachelor’s degree in Applied Linguistics- King Saud University with honour

1992

Diploma in Interior Decoration –I.C.S- USA

1991

Intensive English Program at Colorado State University

**Work & Experience**

2011

Lecturer at the European Language and Translation department

2006-2007

The Head of the English department at the Health and Science College

2002-2006

TA at the Health and Science College in Riyadh

2000- 2002

English teacher at Al Awaeel School

**Skills**

1997

12 hours of Continuing Education Instruction In Introduction To Microsoft Word at Front Range Community College- Fort Collins Colorado.

2001

Training courses

* Beginning Ms-Windows 98
* Intermediate Ms-Windows 98
* Beginning Ms-Word 2000
* Intermediate Ms-Word 2000
* Advanced Ms-Word 2000
* Beginning Ms-Power Point 2000
* Beginning Ms-Excel 2000
* Intermediate Ms-Excel 200