**CV**

**Personal Information:**

**Name:** Maram Saleh Al-Mohaimeed

**Gender:** female

**Nationality:** Saudi

**E-mail:** malmohaimeed@py.ksu.edu.sa

**Objective:**

I'm always interested in a place that allows me to make use of my personal knowledge and qualifications, a place that offers me the opportunity to meet as many people as possible to share knowledge as well as to learn and develop new skills.

**Educational Qualifications:**

Bachelors of English Translation (with honors\ GPA 4.67) from College of Languages and Translation, King Saud University, (2007 – 2011).

**Work Experience:**

* **Shaqra University (Oct. 2011 - Jan. 2014)**

I worked as a teaching assistant at Shaqra University. I taught different subjects including linguistics, translation and general English in addition to some administrative responsibilities:

* + 1. The representative of English Language Department in Quality Unit.
    2. The representative of English Language Department in Academic Orientation.
    3. Responsible for some extracurricular activities..
* **King Saud University (March 2014 - until now)**

I am working as a TA in the English Language Skills Department, Preparatory Year.

**Project and Research Achievements:**

* I translated 42 pages of the book "Perfect Calorie Counting" by Kate Santon (English into Arabic) as my graduation project.
* I did a research on translation of proper names whilst studying in the college and presented it to the class.
* I did a research on inaccurate words used in the translation of the meanings of Qur'an.

**Skills:**

* I can professionally use Microsoft Office programs and Internet.
* I have the skill of speaking in public.
* I care about time management and accuracy in performing any task.

**Short Workshops and Lectures:**

* "A Journey of a Thousand Miles Begins With One Step" (1-day workshop, KSU)
* "Problem of Numbers in Translation" (lecture, KSU)
* Workshop on Description of Programs and Courses (10 Dec. 2011)
* Workshop on Quality Unit Terminal Reports (April 2012)
* Attending the scientific sessions of the Third International Exhibition and Conference on Higher Education (17-20 April 2012)

**Awards Received:**

* I was awarded a certificate for being the third of the Top Ten on the national level in high school.
* Upon college graduation, I received a certificate of appreciation for being the third of the Top Ten of 2011 class.
* I achieved a score of 100 in the Internet-based TOEFL (Nov. 2011)