Melody Ekladuos

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Summary:

Detail-oriented professional with a Bachelor degree in Pharmacy and demonstrated expertise in fast, accurate data entry and medical interpretation. Skilled in handling confidential information and performing rapid English–Arabic translation, with technical proficiency in SQL, JavaScript, HTML, CSS, and Python. Seeking a **part-time data entry** role to apply meticulous data handling and reporting skills.

Education

- **German University in Cairo**, Cairo, Egypt

Bachelor degree in Pharmacy – July,2022

- **NTI Creativa Scholarship,** Cairo, Egypt

Web Design scholarship - Dec,2025

Languages

• **Arabic**: Native
• **English**: Advanced C2
• **German**: Intermediate

Technical Skills:

- **Languages:** JavaScript, SQL, HTML, CSS, Python
- **Systems:** Governmental patient-entry systems
- **Tools:** Microsoft Office Suite, Google Suite, Canva, AI tools, Grammarly, Gamma

Experience:

Head of IT – Hadaeq El-Qoba Family Medical Center, Cairo, Egypt
May 2025 – Present
- Generated comprehensive statistical reports and official documentation for multiple departments using SQL for data extraction and analysis.
- Resolved software bugs and implemented new features within internal medical systems, improving operational efficiency.
- Developed and delivered technical training to medical staff on critical software systems, increasing user adoption and proficiency.

Medical Interpreter – Teleperformance, Cairo, Egypt
Oct 2025 – Apr 2025
- Performed precise data entry for interpreted conversations, maintaining confidentiality and compliance with privacy standards.
- Provided real-time, high-accuracy English–Arabic and Arabic–English interpretation for sensitive medical conversations.
- Demonstrated professionalism and empathy in patient interactions.

AI Reviewer – Outlier, Remote
Aug 2024 – Dec 2024
- Created targeted prompts to test AI language models on medical and linguistic topics.
- Evaluated AI-generated content for accuracy, validity, and tone.
- Produced detailed evaluation reports with actionable feedback to improve model performance.

References available upon request.