

# Abdelrahman Khaled Ali

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## SUMMARY

Hardworking Trainee at the Egyptian Kominkan Center with a strong passion for volunteering and serving the community. Experienced in cultural exchange and understanding the dynamics of cultural and social differences. Applying for the position of REST ART Youth Exchange volunteering at Erasmus+ to help foster cultural exchange and bridge gaps between different cultures.

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## EXPERIENCE

### Trainee

#### Egyptian Kominkan Center

November 2022 – Present, Giza

- Quickly learned new skills and applied them to daily tasks, improving efficiency and productivity.
- Used coordination and planning skills to achieve results according to schedule.
- Wrote and distributed email, correspondence memos, letters, and forms.
- Attended weekly staff meetings.

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## PROJECTS

### volunteer

Resala Charity • March 2023 – March 2023

- Packaging food which distributed during Ramadan.

### One day Manga Camp

Egyptian KominKan • November 2022 – November 2022

- Coordinated Manga camp at the Egyptian Kominkan Center.

### Origami for Kids

Egyptian KominKan Center • November 2022 – November 2022

- Coordinated an Origami for Kids workshop as part of World Children's Day celebration at Ain Shams University with a team of 4 members.

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## EDUCATION

### Japanese language specialized translation program

Faculty of Arts, Cairo University • giza • 2023

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## CERTIFICATIONS

### Logistics & International Shipping

Nefert • 2022

Certified in Basics of Logistics – Transportation – freight forwarder – steps and related documents .

### CAT Tools

Nefrt • 2022

Certified in Using SDL Trados, Memoq, Matecate, Word fast anywhere and X-bench

### CAI Tools

Nefrt • 2022

Certified in Using InterpretBANK, Vis-Le and Kateb

### Tourism and Travel

Nefert • 2022

Certified in being Tour guide, Tour leader and Trip advisor

### Subtitling and dubbing

Middle East News Agency • 2022

certified in using Eagisub, Subbtile edit and audacity

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## SKILLS

Arabic –English –Japanese

Subtitling –Dubbing –Microsoft Office

CAT Tools –CAI Tools –Workshop Coordination