

# Salma Mostafa

Aspiring Talent Acquisition Specialist | Translator

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## Education

**Cairo University** - Bachelor's Degree in Arts, Specialized English Translation (CHP)

September 2021 - June 2025

- GPA: 3.52/4.0

## Experience

**British Council, Giza** - Sales Agent/Customer Care Advisor

July 2023 - December 2024

- Delivered exceptional service, addressing client concerns to ensure satisfaction and retention.
- Consistently exceeded sales targets, achieving high performance through product knowledge and CRM efficiency.
- Collaborated with the team to share best practices and trained new employees.

**The American University (AUC), Cairo** - Simultaneous Interpreter

July 2024 - August 2024

- Trained as a simultaneous interpreter through immersive simulation exercises, replicating real-world interpreting scenarios.
- Developed skills in translating spoken language in real-time, focusing on accuracy and fluency under pressure.

**Middle East News Agency (MENA), Cairo** - Translator

July 2023 - August 2023

- Trained on various translation tools, practicing with real news pieces to ensure accurate and effective translations.
- Gained practical experience in creating content that resonated with a target audience.
- Created and managed social media campaigns for a mock brand, "Thrifty'S," on [Facebook](#) and [Instagram](#).

**Middle East News Agency (MENA), Cairo** - Translator

July 2022 - August 2022

- Gained hands-on experience in all aspects of journalism, from filming and editing to online distribution.
- Developed skills in storytelling, multimedia content creation, and digital broadcasting.

## Skills

- Customer Service & Client Relations
- Communication & Interpersonal Skills
- Team Collaboration & Training Support
- Digital Marketing & Social Media Management
- Translation & Interpretation (English ↔ Arabic, French)
- Problem Solving & Adaptability
- Time Management & Organization

## Certifications

- [Simultaneous Interpreting Training Certification](#), The American University (AUC) – 2024
- [Digital Marketing and Paid Campaign Management Training Certification](#), Middle East News Agency (MENA) – 2023
- [Computer-Assisted Translation \(CAT\) Training Certification](#), Middle East News Agency (MENA) – 2023
- [Journalism and Translation Skills Training Certification](#), Middle East News Agency (MENA) – 2022

## AWARDS

- [Sales Champion Award – Outstanding Sales Achievement](#), British Council – 2023

## Languages

- English — Proficient
- French — Basics