



## PROFILE

Enthusiastic translator with a passion for linguistics, programming, and computer science. Enjoys conversing in both human and machine languages. Appreciates order and discipline, finding fulfillment in completing administrative tasks and coordinating activities.

Interested in applying knowledge to benefit individuals and offering technological business solutions for corporate challenges.

## CONTACT

PHONE:  
01143518417

WEBSITE:  
<https://umarfayiz.pages.dev/>

EMAIL:  
[oe.han.fo@gmail.com](mailto:oe.han.fo@gmail.com)

## LANGUAGES

Arabic		German
English		Turkish

## SKILLS

Emotional Intelligence  
Team Player Attitude  
Growth Mindset  
Openness to Feedback  
Adaptability  
Work Ethic

# UMAR FAYIZ AHMAD

## Translator

## EDUCATION

### German Studies BA

September 2017 - May 2021

German Language and Literature Department, Faculty of Languages and Translatology, Al-Azhar University.

## WORK EXPERIENCE

### German Language Teacher

December 2023 – Present

### Administrative Coordinator at Speak-E for English Courses

June 2023 – Present

Utilized MERN stack expertise to develop an efficient business management system, streamlining oversight of academy operations for myself and colleagues.

### Administrative Coordinator at Super Shield Specialised Egypt

September 2022 – December 2022

Led creation of an administrative system, managing quotations, technical reports, financial documentation, and field visits. Contributed to website development and business logo design.

### English & Turkish Translator at Engineering Co. for Contracting & Supplies (ETC)

June 2022 – August 2022

Managed English correspondence, negotiated deals, and coordinated shipments with Turkish suppliers.

### Freelance German Translator

April 2021 – Present

Engaged in architectural translations for prestigious institutions and architects, such as MSA University and Dr. Adel Fahmy.

### Freelance English Translator

2014 – Present

Executed diverse projects translating contracts and technical manuals, with a recent focus on architecture translations.