



MONEER MLOOK

Translator / Manager

PERSONAL

Birthday : January 30th 1994
Relationship: Single
Nationality : Syrian
Languages : English, Arabic

SKILLS

- Ability to work under pressure
- Ability to build and nurture warm, productive relationships with clients and teammates
- Excellent knowledge of copywriting (Arabic, English)
- Excellent knowledge of Microsoft Office Programs (Word, Excel, outlook, Skype)
- Ability to create a new working process, lead teams and coordinate with other teams to develop a new product
- High Communication skills with High adaptability to new changes

SOFTWARE

Word	██████████
Excel	██████████
outlook	██████████

CONTACT

	(+964)751-536-7859
	Nero.m1214@gmail.com
	Ein Kawa. Erbil – Iraq

PROFILE

A business-oriented dedicated professional with a strong sense of commitment, who worked with major businesspersons and organizations in Syria on different levels. I am currently pursuing a stimulating position in a company with healthy work environment that has a strong futuristic vision to expand my capabilities and experiences, while adding value to the workplace.

Education

Faculty of Fine Arts
Tishreen university
Lattakia ,Syria

English Literature
Tishreen university
Bachelor degree (rate 73%)
Lattakia ,Syria

Experience

Translator 2014-2016
House of Content (H.O.C) aka Al_Arabic Translation Company

Agent 2016-2017
Arabia Insurance Company

Organizer 2016-2018
Nature Without Border (N.W.B) none profitable organization

Private teacher 2015-2016
Primary English teacher for both Elementary and Secondary Students

Receptionist 2018
Golden Beach Hotel and Resort, Zannobia Hotel

Manager-Supervisor-Trainer 2012-2019
Cozy Coffee shop, TakeAway Coffee Shop, O2 Pub, Africa Pub, Next Café, Vertigo Pub, Loop Café, Sami's Lounge

Organizer 2013
Al Hekmeh Art Gallery (Latakia)

REFERENCE

Available if needed