

# Sohaila Hany Elnashar

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## Profile

A motivated and creative individual with experience in proofreading, content writing, and team leadership. Skilled in delivering writing courses. Passionate about language, storytelling, and visual design, with strong communication and problem-solving skills. Seeking opportunities to contribute in dynamic environments that value creativity, precision, and collaboration.

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## Education

Faculty of Science, Ain Shams University

**Major:** Computer Science 2023- 2027

Beni Suef Children University 2016- 2018

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## Work Experience

**Dracotopia Publishing Company — Proofreader & Writing Course Instructor (Part-time)** 2023 – Present

- Proofread Arabic texts for publishing, focusing on grammar and style consistency.
- Designed and taught online writing courses tailored for beginner authors.

**Inspire Company — Proofreader** Jul–Aug 2023 & Aug 2022

- Reviewed and edited Arabic content for grammatical accuracy and clarity.
- Ensured high language quality across various written materials and publications.

**EIKetaba Tegma3na Publishing Company — Writing Course Instructor** 2020 – 2022

- Delivered interactive writing courses to aspiring writers through online sessions.
  - Helped participants develop storytelling, structure, and grammar skills
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## Training

**Mindshift Bootcamp – Leadership Simulation Program** May 2024

- Participated in a startup simulation as the team CEO, managing a full business cycle for one simulated year.
- Engaged in leadership and soft skills sessions, focusing on strategic thinking and team coordination.

**AhlaShabab Charity Team – HR Training** 2023

- Completed a two-month human resources training, covering basics of recruitment, team management, and organizational structure.
- Gained experience in volunteering structures.

**Inspire Company – Proofreading Training** July 2022

- Attended a training focused on Arabic proofreading and linguistic accuracy.
- Practiced editing tasks in a professional publishing environment.

**EIKetaba Tegma3na – Creative Writing Training** 2020

- Learned the fundamentals of story and novel writing, including structure, character development, and literary style.
- Participated in workshops focused on writing techniques and feedback exchange

## Courses

### Python Programming Course – ICTHUB

April 2024

- Learned the fundamentals of Python programming, including variables, loops, functions, and basic problem-solving.
- Applied knowledge in hands-on exercises and small projects.

### Novel Writing Course – ElKetaba Tegma3na

2021

- Studied the key elements of novel writing including structure, plot development, character building, and narrative techniques.
- Participated in writing exercises and feedback sessions.

### Arabic Grammar Course

August 2020

- Completed an advanced Arabic grammar course based on Quranic examples.
  - Received a teaching certification (Ijazah) to deliver the course content.
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## Extracurricular Activities

### E7lam Charity Team — *Head of Media*

August 2024 – Present

- Leading the media team to plan and publish visual and written content for campaigns and events.
- Managing social media presence and coordinating with other departments to ensure consistent branding.

### Head of Media Committee – Scouts of the Faculty of Science, ASU

Oct 2024 – Present

- Leading media coverage for scout events and faculty activities, including social media content and documentation.

### Media Team Member – ASU Rovers

Feb 2024 – Present

- Participating in media production and coverage of ASU Rovers' events.

### Ahla什abab Charity Team — *HR Member (Reception Team)*

2023 – Present

- Assisting in welcoming new volunteers and facilitating onboarding processes.
- Supporting HR functions related to volunteer engagement and communication.

### Vice Leader – Scouts of the Faculty of Science, ASU

Jan 2024 – Oct 2024

- Supported leadership of the scout team, coordinated team operations, and assisted in managing scout activities.

### Member – Scouts of the Faculty of Science, Ain Shams University

Oct 2023 – Jan 2024

- Took part in organizing events, activities, and competitions within the faculty's scout team.

### Library Club Member – King Fahd Language Model School

2019 – 2023

- Managed book lending and returns, organized library-related events and competitions, and supported overall library operations.

### Cultural Committee Representative – Student Union, King Fahd Language Model School

2022

- Responsible for planning and executing cultural activities and competitions at the school level.

## **Technical Skills**

### Design & Editing Tools:

- Adobe Photoshop – Image editing and graphic design
- Adobe Illustrator – Vector design and illustration
- CapCut – Video editing and content creation
- VN – Video editing and templates

### Programming Languages:

- Python – Basic programming and scripting
- C++ – Fundamentals of object-oriented programming
- JavaScript – Web interactivity and dynamic content
- TypeScript – Strongly typed JavaScript for scalable applications
- HTML – Web page structure and content
- Node.js – Server-side development and backend logic

### Language & Writing Skills:

- Arabic Grammar – Strong command of Arabic language structure
  - Microsoft Office Suite – Proficient in Word, Excel, PowerPoint, and Outlook
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## **Language Skills**

### Arabic

- Written: Native
- Spoken: Native

### English

- Written: Excellent
- Spoken: Fluent

### German

- Written: Basic
- Spoken: Basic