

Curriculum Vitae

Personal Information

Name: Reham Muhamed Abdelaziz Ahmed

Date of Birth: 19/02/1993

Nationality: Egyptian

Gender: Female

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Work Experience

20/05/2016 – Present | Helwan, Egypt

UNIVERSITY ASSISTANT – University of Helwan

- Organization of student meetings and provision of information regarding teaching functions.
- Coordination with professors on the curriculum of Italian literature.
- Preparation and correction of written exams.
- Building strong student relationships.
- Use of creative didactic methods.
- Lesson and content planning.
- Student assessment and documentation.
- Use of educational technologies.
- Organizing support activities for diverse learning styles.

01/06/2015 – 02/05/2016 | Cairo, Egypt

PROFESSIONAL INTERVIEWER – VFS Global (Visa Office of the Italian Consulate)

- Effective workload and relationship management.
- Prioritization and problem analysis.
- Clear and empathetic customer communication.
- Multicultural professional interaction expertise.

Education and Training

01/09/2019 – 26/04/2022 | Naples, Italy

MASTER'S DEGREE – University of Naples “L'Orientale”

01/10/2016 – 31/01/2018 | Cairo, Egypt

POSTGRADUATE STUDIES IN ITALIAN LITERATURE – Ain Shams University

01/09/2011 – 20/07/2015 | Helwan, Egypt

BACHELOR'S DEGREE IN LITERATURE – University of Helwan

Language Skills

Mother Tongue: Arabic

English: Listening (C1), Reading (C1), Speaking (C1), Interaction (C1), Writing (C1)

Italian: Listening (C1), Reading (C1), Speaking (C1), Interaction (C1), Writing (C1)

Digital Skills

Proficiency in Microsoft Office (Word, Excel, PowerPoint)

Email and electronic communication management

Professional Training & Courses

26/09/2012 – 02/12/2014 | Italian Language and Culture – Italian Cultural Institute, Cairo (Zamalek)

22/04/2013 – 29/05/2013 | Italian Language & Civic Education – Migration support program

15/06/2013 – 15/07/2014 | English Language Course – University of Birmingham (ASEB Academy, Cairo)

25/04/2015 | Conference – Meeting of Peoples – University of Helwan

19/03/2017 – 23/03/2017 | Training for Italian Language Teachers – University of Helwan with University of Siena

17/05/2018 – 17/07/2018 | TOEFL Course – Ain Shams University (Score: 523)

25/02/2019 – 10/03/2019 | Innovative Language Teaching – University of Bologna (XCELING)