

# MANAL ALAMRI

## ENGLISH LANGUAGE AND LITERATURE STUDENT

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### BACKGROUND

Motivated senior translation student at Al-Imam Muhammad Ibn Saud Islamic University with hands-on experience in bilingual communication and event coordination. An active member of university clubs, including The Ejad Club and The Multilingual Club, contributing to organizing events, workshops, and collaborative projects. Skilled in Arabic-English translation and interpretation, with a strong understanding of cross-cultural communication. Proficient in Microsoft Office Suite and familiar with CAT tools. Passionate about continuous learning, improving personal skills, and applying knowledge in real-world settings.

### EDUCATION

#### HIGHER NATIONAL DIPLOMA IN ACCOUNTING | 2017-2020

- Princess Nourah Bint Abdulrahman University (PNU)

**GPA: 4.53 out of 5**

#### BACHELOR'S IN ENGLISH LANGUAGE & LITERATURE | 2021-2025

- Al-Imam Muhammad Ibn Saud Islamic University (IMAMU)

**GPA: 4.71 out of 5**

### VOLUNTEER EXPERIENCE

#### MEMBER AND EVENT ORGANIZER | EJAD CLUB

AL-IMAM MUHAMMAD IBN SAUD ISLAMIC UNIVERSITY | AUGUST 2024 – PRESENT

- Contributed to organizing and coordinating various events and workshops for students.
- Collaborated with teams to plan and execute successful projects and initiatives.

#### ORGANIZER AND TRANSLATOR | SAUDI BORDER GUARD MARITIME SAFETY EXHIBITION | OCTOBER 2024

- Organized and managed logistics for the event.
- Provided translation services for non-Arabic-speaking visitors, facilitating communication between officers and guests.

#### TRANSLATOR | KING FAHD SECURITY COLLEGE | NOVEMBER 2024

- Volunteered as a translator for visiting delegations, ensuring effective communication between officials and international guests.

#### MEMBER AND EVENT ORGANIZER | THE MULTILINGUAL CLUB

AL-IMAM MUHAMMAD IBN SAUD ISLAMIC UNIVERSITY | NOVEMBER 2024 - PRESENT

- Engaged in organizing multilingual-related events and activities.

### SKILLS

- Translation (Arabic > English, English > Arabic)
- Interpretation (simultaneous and consecutive)
- Event coordination
- Familiarity with CAT tools
- Proficient in Microsoft Office Suite
- Cross-cultural communication and soft skills

### TRAINING & COURESE

#### Ijada Skills Bootcamp

Al-Imam Muhammad Ibn Saud Islamic University | OCTOBER 2024

- Focused on enhancing soft skills such as communication, leadership, teamwork, problem-solving, and time management.

#### Project Management

Royal Commission for Jubail and Yanbu | NOVEMBER 2024

- Gained knowledge in project planning, execution, and management.