Atif babiker abdelmajed Altaher

|  |  |
| --- | --- |
|  |  |
| **Personal information**  | Address: Kingdom of Saudi Arabia - Dammam. Email :  altaheratif@gmail.com  Email : Atifmojeed@rocketmail.com Mobile : 0594304069Marital status: Married |

|  |  |
| --- | --- |
|  |  |
| **Summary** | An ELT, with **Bachelors of Arts of English Language,** and currently is a student of MA degree in **Applied Linguistics**. Ability to teach English for Special Purpose. Over 3 years of experience on teaching English Language to different levels In Saudi Arabia, in addition to more than over 11 years of English Language Teaching Experience in Sudan. Ability to translate in different fields, from Arabic Language in to English and vice versa. Secretarial skills and computer skills, ability to deal with the HR systems and documents.  |

|  |  |
| --- | --- |
|  |  |
| **Computer Skills** | * **Microsoft office**

  |
| Software |  Power point program  Excel  Word Excellent ability of typing using word program, and surfing the Internet for information. |

|  |
| --- |
| **Experience** |
|  | * **Sahara Net Company, 2013 – 2017** Training specialist – teaching and doing some office duties- such as translation, and email transactions, doing HR and attendance duties.

**English Language Teacher, [King Saud University] 2008 - 2009** * As English Language teacher at the Preparatory Year –Riyadh-

Teaching and follow-up of learner’s development in addition to assessment process through quizzes, testing and Exams.* **English Language Teacher, IGIT** 2010-2011 [ At Northern Boarders University –Arar-]
* **Zamil Higher Institute for Industrial Training 2012 - 2013–Dammam-** English Language Trainer.
 |
|  | Teaching English Language Courses at Different levels, in addition to preparing teaching materials for training.* **Saudi Institute for Home Appliances and Electronics,** 2011**-**2012 asEnglish Language Instructor.
 |

|  |  |
| --- | --- |
| **Education** |  |
|  | **Master Degree student in E L T – Applied Linguistics-,** [ **Wadi Elneel University - Sudan-]** 2016 – 2017**Bachelors’ of English Language College of Arts, [Neelain University –Sudan-]**2002 |
|   | * **IELTS Certificate** 2014**.**
* **Diploma of Translation [ SELTI –Sudan-]** 1997 – 1998
* **Certificate of English Language Courses on Headway – from Elementary Level up to Advanced level- SELTI- Sudan.** 1996 -1995
* **Diploma of Computer – SELTI – Sudan.**
 |

|  |  |
| --- | --- |
| **Others** |  |
|  | * **Driving license.**
* **Transferable Iqama.**
* **Accustom to use of HR, Attendance, and Payroll systems.**
* **Accustom to use of modern educational tools.**
 |