

CURRICULUM VITAE

PERSONAL INFORMATION

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| Name | AL SHARIEF, NOURADEEN HASHEM M. |
| Address | BASF Construction Chemicals Jordan P.O. Box 752 Amman 11118 Jordan |
| Telephone | 00962 7 77480976 00962 7 99672885 |
| E-mail | nouradeen@yahoo.de nouradeen@gmail.com |
| Website | http://www.nouradeen.8k.com |
| Nationality | Jordanian |
| Date of birth | 18.05.1978 |
| Social Status | SINGLE |

WORK EXPERIENCE

- | | |
|------------------------------|---|
| 04/2007 to present | BASF Construction Chemicals – Jordan |
| • Type of business or sector | Administrative and Marketing Assistant / IT Coordinator |
| 05/2008 to present | Vereinigung Jordanischer Absolventen Deutscher Universitäten, Amman, Jordanien Association of Jordanian Graduates from German Universities and High Schools, Amman, Jordan |
| • Type of business or sector | Website designer (http://www.jadu.org.jo) / Technical Person |
| 01/2005 to 04/2007 | Faculty of Arts and Design – University of Jordan, Amman |
| • Type of business or sector | Administrative / Secretary of the dean |
| 04/2004 to 12/2004 | Office of International Relations and Programs – University of Jordan, Amman |
| • Type of business or sector | Administrative / Website Administrator (http://www.ju.edu.jo) |
| 06/2004 to 10/2004 | Deanship of Students Affairs – University of Jordan, Amman |
| • Type of business or sector | Lecturer |
| • Name of Course | Methods of Teaching Language through Computer |
| 12/2003 to 01/2004 | Language Center – University of Jordan |
| • Type of business or sector | Lecturer |
| • Name of Course | The OMR System |

- 04/2003 to 08/2003•
- Type of business or sector
- Main activities and responsibilities

Friedrich Naumann Foundation – Middle East Office, Amman

Trainee

- Collecting material from the newspapers, Internet, and resource persons on the Jordanian elections
- Preparing reports
- Collecting information on the situation in Iraq after the war
- Assisting in the production of the Bunian Program newsletter and website material
- Redesigning some of the Bunian website pages
- Translating articles, news, workshop programs, ...etc. from and into Arabic, English and German
- Follow-up on the purchase of special software
- Assisting employees in the installment of necessary software and in cleaning the system from viruses.
- Assisting in the logistics of the following events: 1) The Arab Forum seminar and Workshop, 8-9/7/2003 2) The Regional Reference Group Meeting of Bunian II program, 3/6/2003 3) Izdihar Al-Nisa' graduation, 19/5/2003

08/2002 to 02/2003

- Type of business or sector

Ellyyan Est. for Commercial Services, Amman

Executive Manager

02/2002 to 06/2002

- Type of business or sector

Language Center – University of Jordan, Amman

Design the Website of the Center

02/2001 to 06/2001

- Type of business or sector
- Name of Course

The Students Council – University of Jordan, Amman

Lecturer

German Language

02/2001 to 06/2001

- Type of business or sector
- Name of Course

Language Center – University of Jordan, Amman

Lecturer

Teaching Language through Computer

01/1997 to 06/1999

- Type of business or sector

Al-Abraj Computer Company

Computer specialist

EDUCATION AND TRAINING

09/1996 to 06/2002

- Principal subjects

Faculty of Arts - University of Jordan, Amman

B.A. Degree in German and English (Language and Literature)

08/1999

- Principal subjects/occupational Skills covered

Eberhard-Karls-University / Tübingen – Germany

Language course: German as a Foreign Language

04/2003

- Principal subjects/occupational Skills covered

European IT Center, Amman

ICDL (International Computer Driving License) (exams only)

05/2004

- Principal subjects/occupational Skills covered

University of Jordan, Amman

TestDaF (workshop organized by DAAD, guided by Miss Ulrike Arras)

06/2005 to 07/2005

- Principal subjects/occupational Skills covered

University of Jordan, Amman

Training Trainers for TEMPUS & other Programs (Course / equivalent to 2 ECTS)

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|---|---|
| <ul style="list-style-type: none"> 02/2006 • Principal subjects/occupational Skills covered | <p>German-Jordanian University, Amman Function German Grammar, Reading Strategy and the Reform of German Orthography (workshop organized by G-J Uni. and Goethe Institute, guided by Prof. Dr. Lutz Goetze)</p> |
| <ul style="list-style-type: none"> 05/2006 • Principal subjects/occupational Skills covered | <p>University of Jordan, Amman Translation (workshop organized by DAAD, guided by Prof. Christiane Nord)</p> |
| <ul style="list-style-type: none"> 05/2005 • Principal subjects/occupational Skills covered | <p>University of Jordan, Amman Curriculum Development for a study course "Translation Arabic – German, German - Arabic (workshop organized by DAAD, guided by Prof. Christiane Nord)</p> |
| <ul style="list-style-type: none"> 11/2006 • Principal subjects/occupational Skills covered | <p>University of Jordan, Amman Information Management and File Archiving (Course)</p> |
| <ul style="list-style-type: none"> 11/2006 • Principal subjects/occupational Skills covered | <p>University of Jordan, Amman Technical Support, DAAD Alumni Conference</p> |
| <ul style="list-style-type: none"> 12/2006 • Principal subjects/occupational Skills covered | <p>Microsoft Business Value Launch in Amman IT Professional</p> |
| <ul style="list-style-type: none"> 06/2007 • Principal subjects | <p>BASF Construction Chemicals, Dubai, UAE Novell NetWare 6.5 – Training Course</p> |

TRANSLATION EXPERIENCE

- | | |
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| <ul style="list-style-type: none"> 08/2006 to 04/2007 • Type of business or sector | <p>Freelance Translator NOOR Est. for Certified Translation Director</p> |
| <ul style="list-style-type: none"> 02/2006 to 02/2007 • Type of business or sector | <p>4th Dimension Center Translator (German – Arabic)</p> |
| <ul style="list-style-type: none"> 08/2002 to 02/2006 • Type of business or sector | <p>Al-Bayan Company Translator (German – English, English – German)</p> |
| <ul style="list-style-type: none"> 02/2002 to 04/2003 • Type of business or sector | <p>The Genie Center for Translation Director</p> |

MEMBERSHIPS

- 2008 **HONORARY MEMBER**
Vereinigung Jordanischer Absolventen Deutscher Universitäten, Amman, Jordanien
Association of Jordanian Graduates from German Universities and High Schools, Amman, Jordan

**PERSONAL SKILLS
AND COMPETENCES.**

MOTHER TONGUE

ARABIC

OTHER LANGUAGES

- Reading skills
- Writing skills
- Verbal skills

ENGLISH

very good
very good
very good

- Reading skills
- Writing skills
- Verbal skills

GERMAN

very good
very good
very good

FURTHER SKILLS

- Computer Application and Hardware knowledge
- HTML-Language and Web-Design (FrontPage, DreamWaver)
- Visual Basic, JavaScript
- Optical Mark Reader (OMR) System
- Statistics, Mathematics and mathematical issues.

**SOCIAL SKILLS
AND COMPETENCES.**

Responsible, reliable, organized and have interest in living and working with other people, in multicultural environments, in positions where communication is important and situations where teamwork is essential. My aim is to be successful and effective in what I'm working on.

OBJECTIVE

Seeking a challenging career in your respectable organization. Looking forward to make great achievements dedicating all of my efforts to play a major role in developing myself, career and the organization

**PROFILES & MISSION
STATEMENT**

My education and non-academic activities have provided me with a great sense of responsibility, enhanced my communication skills and my ability to meet deadlines as an active member of a team. I am ambitious, hard working, presentable, easy to get along with and intending to continue with myself improvement.