

Shaimaa Abdel Rahim

Universiti Malaysia Pahang
German Academic & Career Centre
Pahang Darul Makmur
26600 Pekan
Malaysia

Telefon: 094246930
E-Mail: shaimaa@ump.edu.my

curriculum vitae

■ **Personal Data**

Place of birth	Egypt
Nationality	Egyptian
Marital status	single

■ **Professional Profile & Achievements**

2013	Certificate of Sustainable Project Management, Technical University of Kaiserslautern
2010	A Master's degree "German as a foreign language" with the total score very good , at the German Jordanian University in Amman in cooperation with the Ludwig-Maximilians-University of Munich.
2003	Master-II pre-qualification in the subject of the methodology and didactics "special diploma curricula and teaching methods in German lessons" with an overall score good , at the Pedagogical Faculty, Ain Shams University in Cairo.
2002	Master-I pre-qualification in the subject of the methodology and didactics "diploma for German lessons" with an overall score very good , at the Pedagogical Faculty, Ain Shams University in Cairo.
2001	Completion of the basic studies with the BA in the Department of German Studies "Licence philosophy and pedagogy" with an overall score very good , at the German Department of Educational Studies, Ain Shams University in Cairo.

■ **Professional Experience**

Oct. 2014 till now	<p>German Senior Lecturer at University Malasiya Pahang:</p> <ul style="list-style-type: none"> • Centre for Modern Language & Human Sciences • German Academic & Career • Company courses (Mercedes-Pekan)
2010 till Sep.2014	<p>Preparation courses for the exams of Goethe Institute (A1- B2). German courses for Adults (A1-C1) German Courses for Kids in German Schools (B1-C1)</p>
Oct. 2013-Jan. 2014	<p>Project Assistant in Germany at the Herder Institute of the University of Leipzig in Framework of the project,, Blended Learning Masters Course German as a foreign language "</p>
Feb. 2013 till Mai. 2013	<p>Participation in the training program "Sustainable Project Management "Spring 2013 for DAAD alumni from Egypt And Tunisia, funded by DAAD (within the German-Arab Transformation Partnership).</p>
Sep. 2007 till Jan. 2010	<p>Master's degree at the German Jordanian University in Amman Cooperation with the Ludwig-Maximilians-University of Munich.</p>
Aug. 2004/ Mai 2005	<p>EXTRA Job in addition to Teaching: Consultant for German as a foreign Language in Book shop in Cairo.</p> <p>bookstore for foreign publishing products) My tasks included,</p> <ul style="list-style-type: none"> • Recruitment of new publishers, • staying in touch with Hueber Germany and the responsible persons in Egypt, • supervision of Supplies for schools, • language centers in Egypt and Advice for teachers
Sep. 2001 till 2007	<p>German Instructor at the American College in Cairo Language of instruction English and German</p>

■ Professional Trainings in Germany

2011/ Berlin	<p>Teaching internship and Methodology / Didactics at the levels B1-C2 at the Goethe Berlin</p>
2008-09/ Munich	<p>Online courses / DUO Uni-German study organization (B2 GER) at Ludwig-Maximilians-University</p>

2008/ Munich	University summer course at the Ludwig-Maximilians-University.
2006/ Bremen	Goethe Institute training for foreign German teachers
2006/Germersheim	Intensive Course: German Translation Arabic. International Summer School Germersheim. Johannes Gutenberg University Mainz. Department of Applied Linguistics and Cultural Studies

■ Internships in Germany

February 2009	<p>At the Hueber Verlag GmbH & Co. KG. In Munich:</p> <ul style="list-style-type: none"> • Role of the Information Centre Munich (with close direction of the information center) • tasks of a Pedagogical Consultant in the information center • Calendar of events • creation of a textbook • Technical advice of individual visitors • preparation, implementation and follow-up Training events • Presentation of teaching materials in the field of German as a foreign language • Preparation of book tables
2008/2009	At the Institute,, German courses for foreigners in the University of Munich ". (A1-C1)
Oct. 2008/ Feb. 2009	Participation in events and workshops in Hueber Information Centre Munich. Inhaltsreferenz e.g. is below

■ Languages

Arabic: mother tongue C2 nach dem CEFR
German: very good C1– C2 nach dem CEFR, TestDaF 5,5,4,4
English: good TOEFL scored 500

■ Computer Skills

(very good), MS Office, Windows XP, Vista, Outlook.