

CURRICULUM VITAE

1. Family name: Ms. El Gabry
 2. First name: Mai
 3. Date of birth: 6 June 1980
 4. Nationality: Egypt
 5. Civil status:

Address: Egypt
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6. Education:

Institution Date from - Date to	Degree(s) or Diploma(s) obtained:
(Jan 2011-Apr 2011)	Training called "Euromed without Borders" in Bulgaria
(Mar 2010-Mar 2010)	Participated in the International Seminar cum Workshop on "Youth NGOs as Social Entrepreneurs" in International Youth Centre, Kuala Lumpur, Malaysia as representative of Egypt and was awarded a plaque by the Deputy Minister of Youth and Sports in Malaysia
(Jan 2010-Apr 2010)	Training called "Euromed Essentials" in Greece
(Jan 2009-Dec 2009)	Training in "Building Quality in Youth Exchanges" as part of Euromed program in Finland
(Jan 2008-Jan 2009)	Leadership in Development Program. British Council
Cairo University, English Department (Sep 2002 - Jun 2004)	Diploma Translation (English/Arabic - Arabic/ English)
Cairo University, English Department (Sep 1997 - Jun 2001)	Bachelor's English Literature / Linguistics and Culture (American and British)

7. Language skills: Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
Arabic	1	1	1
English	1	1	1
French	3	3	3

8. Membership of professional bodies:
- Intercultural Youth Dialogue Association (IYDA)
 - World Faith Organization
 - Rotaract (Cairo Club)
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9. Other skills:

10. Present position: Country Expert

11. Years of professional experience: 14

12. Key qualifications: The expert has eighteen years experience in editing, translation, and development of which three years are in international relations. She is an active Youth Leader participating in three NGOs; Rotaract, Ofok and World Faith. International Relations included communicating with representatives from national and international NGOs, including but not limited to; Human Rights Watch and Amnesty International. In international relations, job assignments included gathering information about human rights cases and putting them in report form. Job assignments also included supervising the Organization's web page. Translating and editing the organization's reports and documents. Also responsible for writing and translating the organization's press releases and Newsletter. Also, responsible for editing the organization's books, including the organization's annual book. Preparing materials for promotion campaigns. The scope of her work in Environmental Quality International (EQI) includes the fields

of: community development, sociological studies, gender equality, economics, finance, microfinance, business development, institutional development and agricultural development. She works closely with international organizations including but not limited to: UNDP, CARE, IFC and GTZ. She currently works as a Training Specialist in USAID. She is responsible for inside and outside written communications and training logistics. Her work also covers diverse topics and issues including: human rights law and politics. She is a human rights activist. She worked in international relations in the Egyptian Organization for Human Rights, providing information about human rights issues on the national and international levels. During her work in the organization, she helped promote volunteerism by lecturing refugees on human rights advocacy. She worked throughout her career with multinational professionals. She is also a distinguished English Editor. She is a Youth Activist working in two organizations: Rotaract and Ofok. Knowledge about research is an additional strength. She is a talented and unique Writer, writing in subjects like society and arts.

13. Specific experience in the region:

Country	Date from - Date to
	Jun 2017- Aug 2019
Egypt	Jun 2017 - Jun 2017
	Jan 2017 - Mar 2019
	Jan 2014 - Dec 2014
	Jan 2013 - Dec 2014
	Jan 2011 - Dec 2012
	Jan 2009 - Mar 2010
	Jan 2009 - Dec 2011
	Jan 2009 - Jan 2010
	Jan 2008 - Jan 2009
	Jan 2008 - Dec 2014
	Jan 2008 - Sep 2012
	Jan 2007 - Jan 2008
	Jan 2005 - Jan 2007
	Jan 2002 - Jan 2005
Jan 2002 - Dec 2003	
Turkey	Jan 2009 - Apr 2009

14. Professional experience:

Date from - Date to	Location	Company and reference person	Position	Description
January 2020- Current	Egypt	Tekegy	Content Creator	Writing content for social media, including but not limited to Facebook, Instagram and Twitter. E-marketing campaigns. Website content writing. SEO experience. Report writing.
January 2017- January 2020	Egypt	Egypt Oil and Gas Magazine	Communication Specialist	Writing and editing articles. Conducting interviews.
January 2017 – January 2017)	Egypt	Caritas	Interpreter (Freelancer)	Interpreted for Trainers in a TOT
June 2017 - June 2017	Egypt	Gottenberg University	Communication Expert	Policy research. Conducting qualitative and quantitative research and analysis.
December 2016 - May 2017	Egypt	TransBridge	Content Writer	Worked as a freelancer, writing content for the company's website.
December 2014 - December 2016	Egypt	Heya	Project Manager	Educating girls in general and about genital mutilation in specific.
January 2014 - December 2014	Egypt	Democracy International	Interpreter (Freelancer)	Interpreting for Observers from Democracy International in the Egyptian elections.
January 2013 - December 2014	Egypt	MSE	Communication Manager	- Responsible for managing a team of editors. - Responsible for proofreading.
January 2008 - December 2014	Egypt	Rotaract (Cairo Club)	Rotaract Member (Volunteer)	Responsible for International Relations Committee. Conducting informal education method in cultural exchange.
January 2012 - July 2013	Qatar	MEBS	Communication Officer	Responsible for translation and editing. Translates and edits text, audio, and video information. Conducts consecutive accurate translations, and summarizations of material (textual, video, and audio) into idiomatic English, to include the ability to maintain the integrity and meaning of materials.
January 2011 - December 2012	Egypt	BLI	Program Manager	Responsible for all the project cycle; networking, business development, bringing the project opportunity, proposal writing, budgeting, editing, follow up and project implementation.
January 2008 - September 2012	Egypt	Ofok NGO	Ofok Ambassador (Volunteer)	I share the NGO's vision of qualifying as well as certifying Youth including boys and girls, encouraging them to further promote themselves, building their skills and becoming a successful example in their community. I have a strong background in Community Development, have excellent communication skills and comfortable serving as a public speaker, self motivated, highly organized and is able to work independently. My duties include: recruiting members activities, Projects and Initiatives, lead members, coordinate members projects and prepare reports to the project manager.
January 2009 - December 2011	Egypt	Intercultural Youth Dialogue Association (IYDA)	Communication Manager	Responsible for making connections with local and international NGOs. Business development; seeking project opportunities and networking international NGOs. Seeking grant opportunities, writing proposals and budgeting. Won a youth

				exchange project with Germany under Euromed IV program and a project with Poland.
January 2009 - March 2010	Egypt	Sanabel Microfinance Network	Communication Specialist / Interpreter	Translating and editing training manuals, reports and website material.
January 2009 - January 2010	Egypt	World Faith Organization	President (Volunteer)	The company is an interfaith social action organization, which mobilizes religiously-diverse young adults to participate in service-learning projects, engages in interfaith dialogue through action, and utilizes the media to counter religious extremism and demonstrate how religion can inform work for unity and peace, rather than hate, war, and division. Currently, implementing a project about Tolerance between Muslims and Christians in Egypt, in collaboration with Dreamers on Tomorrow Organization.
November 2009 - December 2009	Malta	Euromed	Participant	- Presented a research about Youth Policies in NGOs in Egypt.
January 2009 - October 2009	United Arab Emirates	Etisalat	Communication Specialist	<ul style="list-style-type: none"> - Overall manage and formulate identity of communication being released to customers, making sure it is simple easy to absorb and recall. Ensuring consistency with other collaterals being published on the same subject including leaflets, SMS messages, web text, bill inserts, press release, newsletter, magazines and marketing messages to result in increased usage and customer retention activities. - Responsible for securing the proper usage of the appropriate terms and languages to communicate with different levels of mindsets, lifestyles and behaviors according to the target audience specified to each service. - Responsible for managing all customer communication marketing activities, excludes campaign communications such as advertisement. We regularly send out various communications to our customer base and potential customers, these marketing communications messages, need to be consistent with the all other market communication activities and should be handled effectively in order to ensure we are targeting and addressing various customers segments. - responsible for the department's budget. - Preparation of press release on Marketing Communication for products, services and promotion. Website communication management; ensure Etisalat external website messages are regularly updated and relevant for our customers and potential customers, this includes look and feel and making communications effective and relevant. Work closely with technical team on look-feel of the website. Ownership of all SMS sent from Etisalat and management of the same to ensure we are not spamming customers and that messages are effective and targeted. Preparation of marketing communication messages for Bill Inserts, Bill Messages; e-mail Shots, PCPM, etc. Develop effective Direct Marketing strategy. Create and own the external Newsletter to consumer customer and Enterprise Magazines and corporate marketing annual report. - Manage daily relationship with PR Agency on press releases, feature articles, interviews and response to crisis management - Coordinates and facilitates inter-agency and external publications collaboration on campaigns. - As a senior member of the department, assists and participates in overall objective setting and performance monitoring of Marketing Communications department

				<ul style="list-style-type: none"> - Coordinates training and developmental initiatives for team members and other members of the marketing communications departments - Initiates and monitors systems and processes to track effective implementation of campaign executions in all media and tracks spend on a campaign to campaign basis as well as overall marketing communications spend. - Develops and maintains a network of suppliers and media partners to secure favorable standing for the corporation both monetarily and in terms of media influence.
May 2009 - September 2009	Finland	Euromed	Participant	Attended training in "Building Quality in Youth Exchanges" as part of Euromed program. Acquired Youth Pass Certificate.
January 2009 - April 2009	Turkey	EC	Researcher	Democracy in Egypt Taking USAID as an Example for an American NGO Conducted research. Presented the research paper in Istanbul Technical School as part of the "Jean Monnet" program with the European Commission.
January 2008 - January 2009	Egypt	USAID	Training Specialist	Responsibilities include communications and marketing collateral including but not limited to: writing, translating and editing success stories, newsletters, marketing plans and reports.
January 2007 - January 2008	Egypt	International Development Law Organization	Communication Specialist/Editor	Responsibilities include translating and editing the organization`s reports. Also, PR work, including but not limited to: contacting media agencies, organizing events taking care of every aspect like placements, handouts and dinner arrangements.
January 2007 - January 2008		Promax Advertising Agency	Freelance Editor	Editing press releases for Coca Cola as well as pharmaceutical entries.
January 2005 - January 2007	Egypt	Environmental Quality International (EQI)	Communication Specialist	<p>Building a National Strategy for Microfinance in Egypt</p> <p>Responsibilities include making connections with international and local organizations as well as maintaining a database for donors for cooperation. Also, responsible for translating and editing the company's manuals and reports. This includes translating/editing progress reports, follow up reports and surveys. Translation specializations includes financial and equity finance.</p> <p>Translation specializations includes financial and equity finance.</p> <p>- Selected Projects:</p> <p>In the economics, finance and microfinance fields:</p> <ul style="list-style-type: none"> - A strategy and action plan that is attuned to the needs of major stakeholders to guide SME development in Egypt and facilitate effective donor assistance. - Small and Emerging Business (SEB) Project, USAID. The program included 12 NGOs, 60 units, and 98 Banque du Caire branches throughout Egypt. NGOs included Alexandria Business association, Egyptian Small Enterprise Development Foundation, Dakahliya Businessmen Association for Investors and Community Development, Sohag community Development Association, and Small Enterprise Development Association of Port Said. - Small and Microenterprise (SME) Development Project, USAID. Misr Bank Microcredit Implementation, Misr Bank, International Finance Corp. (IFC) - The Financial Sector Development and Resources Mobilization Project, UNDP/Syria - The Technical Proposal for Setting Up a Small and Microenterprise Operation in an Islamic Bank, PEP-MENA. <p>- In the community development field:</p> <p>Northern Cairo Public Awareness Campaign for Environmental Development, Literacy Incentive Scheme for Women and Girls in El Zawya El Hamra/ El Sharabiya, The National Council for Childhood and Motherhood (NCCM).</p>

				- In the agriculture field: Enhanced Livelihoods from Smallholder Horticultural Activities Managed Sustainably Project, El Shams Project, CARE
January 2002 - January 2005	Egypt	The Egyptian Organization for Human Rights (EOHR) / The American University	International Relations Executive /Communication Specialist / Lecturer	- International Relations included communicating with representatives from national and international NGOs. In international relations, job assignments included gathering information about human rights cases and putting them in report form. Job assignments also included supervising the Organization's web page. Translating and editing the organization's reports and documents. Also responsible for writing and translating the organization's press releases and Newsletter. Also, responsible for editing the organization's books, including the organization's annual book. Preparing materials for promotion campaigns. - Lecturing in Human Rights Advocacy for refugees as a volunteer.
January 2002 - December 2003	Egypt	Hello Magazine (Egyptian community magazine)	Writer	Writing articles in various subjects like society and arts.
January 2001 - January 2002	Egypt	VACSERA, A Holding Company for the production of Vaccines and Sera	Newsletter Editor	Responsible for editing the company's medical newsletter and gathering data from the Internet. Also, responsible for organizing workshops; Workshops And Seminars: - - TakingITglobal workshop in partnership with WHO, I was a participant, The workshop was about HIV/AIDS - Water Tribune @ EXPO ZARAGOZA 2008 I was Egypt's speaker, the session was organized by the World Bank Institute (WBI) and it was about waste water reuse.

15. Others:

- 15a. Publications and seminars:
- (2011-2011) Attended training called "Euromed without Borders" in Bulgaria about migration.
 - (21-27 March 2010) Participated in the International Seminar cum Workshop on "Youth NGOs as Social Entrepreneurs" in International Youth Centre, Kuala Lumpur, Malaysia as representative of Egypt.
 - (2010-2010) Attended training called "Euromed Essentials" in Greece about geopolitics.
 - (2009-2009) published a research paper called: "Democracy in Egypt Taking USAID as an Example for an American NGO". Presented the research paper in Istanbul Technical School as part of the "Jean Monnet" program with the European Commission.
 - (2009-2009) Participant in Euromed "Our White Sea" conference (Malta) and Presented a research about Youth Policies in NGOs in Egypt.
 - (2009-2009) Attended training in "Building Quality in Youth Exchanges" as part of Euromed program in Finland. Acquired Youth Pass Certificate.
 - (2009/2009) Attended training in Jordan called "Leadership in Community Development Program".

15b. References:

- Hafez Abu Seada
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