

Dina Ahmed Ismail

Date of Birth: 25 January 2002

Age: 24

Location: Egypt

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Professional Summary

Motivated and detail-oriented professional with a strong background in Data Analysis, transcription, and multilingual communication. Skilled in Python programming and data-related tools, with hands-on experience in audio transcription, translation, and data handling. Fluent in Arabic (Egyptian & Saudi dialects) and English, with additional academic knowledge of Persian. Seeking opportunities to apply analytical and language skills in a dynamic work environment.

Education

**Bachelor's Degree in Arts – Oriental Islamic Languages
(Persian Department)**

Ain Shams University, Egypt

Certifications

- Certified in **Data Analysis** from an accredited institution

Technical Skills

- Data Analysis & Data Handling
- Python Programming
- Working with Python Libraries (such as Pandas, NumPy, etc.)
- Basic Coding & Problem Solving
- Data Entry & Data Automation

Language Skills

- Arabic (Native – Egyptian & Saudi dialects)
- English (Fluent)
- Persian (Academic knowledge)

Professional Experience & Skills

- Audio Transcription (Arabic & English)
- Translation (Arabic ↔ English)
- Data Annotation & Data Processing
- Handling online platforms related to data and automation
- Strong attention to detail and accuracy

Soft Skills

- Communication Skills
- Time Management
- Teamwork
- Adaptability
- Problem-Solving

Additional Information

- Fast learner and highly motivated

- Able to work under pressure and meet deadlines