



## C.V

“Mohammad-Shareef” M'd Fadeel Azayzeh.

Born in 1979, Jordanian.

- UAE No. 971523837768
- KSA-WhatsApp 966567404247.
- mohdzoubi81@gmail.com

A professional English Writer/Editor, translator, office manager, EFL instructor; strong English and Arabic structure, academic coordinator with 13 years in teaching English, translation and coordination. Professionally in LMS skills. Highly experienced researcher in critical discourse analysis (CDA) having publishing skills, editing scientific researches. A professional English teacher in different academic settings related to many English-program courses in addition to TOEFL & IELTS preparation. Highly-skilled officer in management and administration.

### **Education**

- 2007  
M.A. in Critical Discourse Analysis (CDA) –linguistics.  
*Jordan University of Science and Technology*
- 2004  
B.A. in English Language & its Literatures.  
*National Irbid University, Jordan.*

### **Publications:**

- 2023  
Morpho-syntactic Structures in the Communicative Discourse of Social-Media Channels in KSA: Linguistic Analysis.
- 2011  
Linguistic Variation in the Acts of Condemnation and Justification of Suicide Bombings: an Explanatory Study.  
Cambridge Scholars Publishing (2).

### **Professional and Work Experiences:**

- 1) Full-time job at English at Direct- English Institute in the Kingdom of Saudi Arabia from June, 2022 up September 2024:
  - Office Administrator
  - Research Officer.
  - Content English Writer.
  - Training Consultant & Bilingual Translator.
- 2) Full-time job at the Institute of Languages in the University of Tabuk, Saudi Arabia from June-2020 to September-2022.
  - Academic Officer & Course Manager.
  - Researcher & Bilingual Translator.
  - Executive Assistant.
- 3) Full-time research and teaching assistant/course manager at Saudi Electronic University, Saudi Arabia from September 2019 to May 2020.
- 4) Full-time job research and teaching assistant at Al-Imam Muhammad Ibn Saud Islamic University, Saudi Arabia from March 2010 to May 2019.
  - Office Coordinator.
  - Research and Teaching Assistant.
  - Bilingual Translator.
  - Faculty Administrator.
- 5) Part-time Lecturer at Jordan University of Science and Technology, Jordan since January 2008 till February 2010.

- 6) English teacher at the ministry of education in Jordan from April 2004 to November 2009. During this period, I taught at the pre-elementary, intermediate, and advanced levels.
- 7) Part- time lecturer at Al-Kindy institute from 2004 to 2009, many university courses were taught.
- 8) Bilingual Translator at Alkhaleej Company for training and education; June. 2020-present-MTPs.
- 9) A member of Arab Observatory of Translation November-2022.
- 10) Freelance Bilingual Translator, proofreader, and editor SL/TL texts- Arabic and English since 2004.
- 11) Bilingual Translator at Alkhaleej Company for training and education; June. 2020-present-MTPs.
- 12) Translator at the Institute of Languages in the University of Tabuk 2020- 2022
- 13) Lecturer of translation courses from elementary to advanced levels at the college of Languages and Translation in Imam Muhammad ibn Saud Islamic University 2010-2019.
- 14) Member of research and translation project at the college of Languages and Translation in Imam Muhammad ibn Saud Islamic University led by Dr. Associate. Muhammad Al-Sobaibi, 2016-2019. (Documented).

### **Courses & Skills**

- Professional of LMS; conducting related applications like the Blackboard & its techniques and of related problem-solving, building online exams, and managing learning materials.
- Certificate of passing the basics of SwiftAssess from

GAMALEARN in online examination dated on October23, 2019.

- Comprehensive course in computer skills in about 80 credit hours; Outlook, Word, PowerPoint and Excel, in particular.
- Having iBT TOEFL, score 89 (578).
- International Computer Driving License (ICDL) course.
- Academic leadership and team management skills.

**Courses Taught: -**

- 1) TOEFL & IELTS preparation courses.
- 2) School British Curricula/Direct English Institute.
- 3) Academic skills.
- 4) English Grammar levels 1, 2 & 3.
- 5) Writing levels 1,2 & 3.
- 6) Listening and speaking levels 1 & 2.
- 7) Reading Comprehension 1& 2.
- 8) Introduction to Translation.
- 9) Translation project level 8 (beside other levels).
- 10) Introduction to Language Study.
- 11) Technical writing for the college of Engineering.
- 12) General English.
- 13) Courses in the Preparation Year.
- 14) School levels; elementary, intermediate and advanced (Ministry of Education in Jordan)

**Administrative and Office Tasks: -**

- 1) Course managing at the Institute of Languages-Tabuk University.
- 2) Executing and managing final examinations of college of Languages and Translation.

- 3) Coordinating academic affairs in the college of college of Languages and Translation.
- 4) Coordinating the staff affairs.
- 5) Managing the students' affairs in registration.
- 6) Writing/editing the letters of speech in the correspondence of college of Languages and Translation.
- 7) Guiding students in the academic plan of English language program.

### **Referees**

- 1) Dr. Muhammad Al-Rashid, the dean of college of languages and translation in Imam Muhammad ibn Saud Islamic University.  
Mobile:- 00966564951910.
- 2) Dr. Ass. Muhammad Al-Uhaidib, the x-dean of college of languages and Translation in Imam Muhammad ibn Saud Islamic University.  
Mobile:- 00966555444324.
- 3) Professor Majid Alkhataybey, the dean of college of education at Mu'tah University, Jordan. Jordanian Mobile:-00962798911234.
- 4) Professor Abdul-Hafiz Khraisat, the coordinator of Quality-Assurance Unit at the college of languages and translation in Imam Muhammad Ibn Saud Islamic University. Jordanian Mobile:- 009627969489.