





PERSONAL INFORMATION

Dramane Guire

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-  MSN

WORK EXPERIENCE

01/01/2014–02/2019

Librarian

Al-Madinah International University, Kuala Lumpur (Malaysia)

Categorizing Materials (Serials, Books and Theses) via WINISIS program
 Arranging the materials on the shelves and sorting it with a serial number.
 Building the e-catalog by exporting the data to a tables form via WINISIS Reporting.

Training the central library employees how to work and edit materials data on the databases and users how to use and search on WINISIS program

Very good experience on working on KOHA library system ...

01/04/2016–Present

Teaching professional

Al-Madinah International University, Kuala Lumpur (Malaysia)

Teaching Law of Contract at Business Faculty
 training of non-Arabic speakers

EDUCATION AND TRAINING

01/02/2018–Present

PhD candidate feb 2018 - present
 Islamic finance

10/02/2013–01/02/2015

Al-Madinah International University, Kuala Lumpur (Malaysia)
 MASTERS in jurisprudence: financial law

PERSONAL SKILLS

Mother tongue(s)

Mooré and Arabic

Foreign language(s)

English, French,
 German
 Italian

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English, French,	C2	C2	C1	C1	C2
German	B1	B1	B1	B1	B1
Italian	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
 Common European Framework of Reference for Languages - Self-assessment grid

Communication skills good experienced skills in multiple language as a part of my job to deal with people of various cultural, religious and linguistic backgrounds

Organisational / managerial skills Training the central library employees how to work and edit materials data on the databases and users how to use and search on WINISIS program
Accomplished in treating with people of various cultural backgrounds.

Job-related skills

Financial skills

- Expert in banking procedures.
- Experienced in dealing with legal transactions.
- Skilled in receiving companies' and organizations' representatives.
- Practiced in exportation and importation business.
- Adequate for performing formal correspondence both in Arabic and English , academic or business
- Presentation skills
- Librarian Skills
- Teaching skills
- Skillful in training people of non-Arabic speakers
- Qualified for translation Arabic in English or vice versa

Digital skills

SELF-ASSESSMENT				
Information processing	Communication	Content creation	Safety	Problem-solving
Independent user	Proficient user	Independent user	Independent user	Independent user

Digital skills - Self-assessment grid