
CURRICULUM VITAE



I. PERSONAL DATA

Minetu Larabas Sueidat.

Date of Birth: 15/11/1984.

Nationality: Saharawi.

Gender: Female.

Marital Status: Single.

RESUME: Saharawi, 33 years. University degree. Advanced level in Spanish, English and Arabic. Professional Experience with national and international NGOs as a leader of youth group and active member in UJSARIO, invigoration of health promoters and women groups, administrator, writer and translator and interpreter. Additional information in leadership, communication, human rights, gender and office management.

II. EDUCATION

2008: "License Degree" in English Literature from University of Larbi Ben M'Hidi, Oum El Bouaghi, Algeria

III. Summary of Professional skills and/or expertise

2015 (17/5 – 5/6). Participate in **YLVP15** (Youth Leadership Visitor Programme). Swedish Institute. Sweden.

2014 (16/8 – 23/8). Participate in UNAOE-EF Summer School in Tarrytown, New York. USA.

2014 (February). Training in Communication skills and effective Communication by AFAPREDESA in the Sahrawi Refugee camps.

2013 (December). Certificate in Gender and Mine Action by GMAP in the Sahrawi Refugee Camps.

2012 (January to March). Training in Human Rights and International Law by AFAPREDESA.

2009-10. Curses in First Aid, Administration and radio communication by Landmine Action. Western Sahara.

Other international participations:

2017 (19-21/12). Participate in **5th Congress of pan-African Youth Union**, Khartoum, Sudan.

2017 (09-12/11). Participate in **IUSY African Committee Leadership Conference**, Pretoria, South Africa.

2017 (6-9/07). Participate in **International Committee IFM-SEI International Falcon Movement**, Portoroz, Slovenia

2017 (14/07-21/07). Participate in **International Union of Socialist Youth IUSY Festival** in Jale, Albania.

2016 (14/7 – 17/7). Participate in **International Union of Socialist Youth (IUSY)** Global Seminar in Stockholm Sweden.

2015 (23/4 – 26/4). **International Union of Socialist Youth (IUSY).** African Committee Conference. Accra, Ghana.

Computer skills: Excellent in word, excel, PowerPoint.

IV. SUMMARY OF RELEVANT WORK EXPERIENCE

Admin and Communication Officer/ translator (Abril 2016 – (current)

Norwegian People's Aid, NPA's programme. Western Sahara

- Management of human resources and recruitment processes
- Preparing monthly reports
- Translating NPA official documents

Coordinator of Health Promotion (May 2015 – February 2016)

Médicos del Mundo España, Sahrawi Refugee Camps.

- Training, monitoring and supervision of 58 health promoters in the refugee camps.
- Planning training sessions on sexual and reproductive health, gender, self-esteem, empowerment and community health with women's groups in the community.
- Representing Medicos Del Mundo in partnership meetings with national civil society organization.
- Providing the psychological assistance to vulnerable young women (especially single mothers)

ADMINISTRATOR (September 2009 – July 2014)

Action on Armed Violence, Western Sahara.

- Management of human resources and recruitment processes
- Prepare monthly reports about staff attendance and movements.
- Organization of international visits.
- Providing assistance to finance officer (distributing salaries, printing and scanning of finance docs)
- Acted as focal person and speaker of AOAV's programme in the refugee camps, as a result of which the programme gained more media attraction ([more information](#)).
- September 2011, intern to WAELE/ARCELFA in Abuja (Nigeria) where I received additional training in administration, mechanisms for gender mainstreaming, women empowerment and the fight against gender based violence.

Journalist and translator (October 2008 – August 2009)

Saharawi journalists and writer's union (UPES), Western Sahara and Saharawi Refugees Camps .

- Member of the executive office of UPES from 2008 to 2012.
- Writing of news, interviews and articles in Arabic and English

- Translating articles from English and Spanish to Arabic

V. LANGUAGES

Arabic (mother tongue).

English (advanced level, verbal and written).

Spanish (advanced level, verbal and written).

French (basic working knowledge)

VI. REFERENCES

1. **Elhadji Mamadou Kebe**: Country Director, NPA programme (Norwegian People's Aid)
2. **Bruno Abarca Tomás**: Country Director, **Médicos Del Mundo España**, Saharawi Refugees Camps.
3. **Ahmed Sid Ali**: Country Director, **AOAV** Programme (Action on Armed Violence), Western Sahara.
4. **Ingemar Anderka**: Coordinación de Programa, **AOAV/MECHEM**, Sáhara Occidental.