

Mother tongue Language: Arabic

Source Language: English

Target Language: Arabic

Profile

MA in Translation & Interpreting, Award of Excellence in Translation, and background in editing

Proficient in **TRADOS**, competent in setting priorities and meeting deadlines, accurate and reliable

□ Translated political, legal, commercial, educational, and journalistic texts among others.

□ Demonstrated skills in writing and presenting.

□ Worked independently, successfully achieving employers' objectives.

Education

Master in Translation & Interpreting, AL-Quds University, Abu Dis March 2011

Rating: Excellent

Coursework included: Translation Technology & Term Management (**TRADOS**) Interpreting, Legal Translation, Audiovisual Translation, Technical & Business Translation, Editing, Documentation and Publishing among other courses.

Bachelor of Arts, AL-Quds University/ Hind al-Hussini College of Arts for Women

Major: English Language & Literature July 2000

Rating: Very Good * Graduated with Honours

Awards

Award of Excellence, English / Arabic Translation, Cambridge International College

of Canada August 2007

Course held at the Pontifical Institute/ Notre Dame of Jerusalem Centre, Jerusalem

Work Experience

English Lecturer, AL-Ummah College, ar-Ram Junction, Palestine

October 2000 – Present

- Conducted General and Technical English classes for students of diverse commercial and educational majors.
- Taught Business Correspondence.
- Translated reports written by colleagues from Arabic into English.
- Voluntarily translated commercial essays, summaries, and complete chapters from English into Arabic for colleagues pursuing their master degrees.
- Edited and proofread essays and assignments written by students.
- Equipped students with terminology related to their majors.
- Effectively improved the content and orientation of both courses of General and Technical English in order to meet the demands and challenges of every single major separately from the others.

Part Time Translator, Palestinian Group for Management & Planning (PGMP)

April 1999- Dec. 1999

Translated texts of various topics.

Part Time Researcher, Palestine Bureau of Statistics Oct. 1999- Nov. 1999

Skills

- Proficient in **TRADOS** 7 Freelance
- Subtitling, English into Arabic and vice-versa
- ICDL, Universal Technical Institution (UTI), Ramallah 2006
- Ability to constantly meet deadlines
- Strong analytical skills
- Strong presentation skills
- Ability to motivate others
- Good interpersonal skills

□ Ability to work under pressure

□ Ready to acquire new skills

□ Ready to take higher responsibilities

Contact

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