Neila Chergui

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Personal Profile

A multi-skilled, reliable & talented French Senior Translator, Proofreader and Localizer with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

Would like to work as a translator, proofreader and localizer for a successful and ambitious company that offers great opportunities for career development and progression.

Achievements

* Translation and Proofreading of a book entitled “Psychology Applied to Teaching” from English into French & Arabic
* Translation and Proofreading of a book entitled “Various Death” "موت مختلف" from Arabic into French
* Translation and Proofreading of a book entitled “Certainty Effect” "وطأة اليقين" from Arabic into French

Education

**[2010 – 2011]** [Faculty of Political Sciences] [Algiers University]

**[2011 – 2014]** [Faculty of Law] [Algiers University]

**Grade achieved: [Degree in Private Law]**

**Work Experience**

**[2015 – 2016] [Senior Translator and Proofreader, for the benefit of the Teaching Committee at King Fahad University in Saudi Arabia].**

**[2018 – To Present] [**Senior Translator, Proofreader and Localizer at “Localize Group Egypt” **]**.

**Skills**

 **Technical:**

* Highly skilled in SDL Trados, Memoq and Wordfast
* Able to fluently speak & translate texts from and to French, English and Arabic
* Excellent communication and social skills.
* Able to work to tight deadlines.
* Highly skilled in Word, Excel and Microsoft Outlook.
* Willing to travel and able to work under pressure.
* Able to prioritise work.

**Interpersonal:**

* Detail orientated
* Well organised
* Friendly