**Personal Information**

|  |  |
| --- | --- |
| **Name** | **Ikram ul Haq** |
| **Mother-Tongue** | **Urdu/ Sindhi** |
| **Parental Nationalities** | **Pakistani** |
| **Date of Birth** | **27/07/1982** |
| **Place of Birth** | **Pakistan** |
| **Current Address** | **Janjua Fabrics, Nain Sukh shoping center, Bara Kahu, Islamabad** |
| **Email** | **naveedemanzil@gmail.com** |
| **Phone** | **03332914759, 03345678949** |
| **Skype** | **Hightosky4u** |
| **LinkedIn Profile** | [**http://www.linkedin.com/profile/view?id=38303663&trk=nav\_responsive\_tab\_profile**](http://www.linkedin.com/profile/view?id=38303663&trk=nav_responsive_tab_profile) |
| **Proz Profile** | **http://www.proz.com/profile/1680319** |

**Education/Training**

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates** | **Qualification** | **Institution/University** | **Location** |
| **2007** | **M. A** | **International Islamic university** | **Islamabad** |
| **2004** | **Language Certificate** | **National University of Modern languages** | **Islamabad** |
| **2003** | **Graduation** | **University of Sindh** | **Hyderabad** |

**Professional History**

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates** | **Employer & Location** | **Position Held** | **Activities/Skills Developed** |
| **2007 to 2012** | **Institute of Policy Studies, Islamabad, Pakistan** | **Research Coordinator** | **Writing, Translation, coordination, management** |
| **2010 to date** | **Lengua Mundon, Islamabad** | **Translstor/Editor** | **Translation, proofreading, review** |
| **2012 to date** | **Saudi Soft, Egypt**  **(online affiliation)** | **Review/Translation** | **Translation, proofreading, review** |
|  |  |  |  |

**Translation Experience**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Fields** | **Source Language** | **Target Language** | **Brief Description** | **Years** |
| **ARTS** | **English** | **Urdu** | **Different type of art work** | **2** |
| **EDUCATION** | **English** | **Urdu/ Sindhi** | **Educational material** | **2** |
| **MEDIA** | **English** | **Urdu** | **News items** | **3** |
| **MEDICAL** | **English** | **Urdu** | **Related to diabetes, HIV and so on** | **1** |
| **SOCIAL MEDIA** | **English** | **Urud/Sindhi** | **Translation of application** | **2** |
| **SOFTWARE** | **English** | **Urdu/ Sindhi** | **Microsoft localization** | **2** |
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|  |  |  |  |  |

**CAT Tools**

|  |  |  |
| --- | --- | --- |
| **Software** | **Version** | **Experience (Years)** |
| **Trados** | **2011** | **3** |
| **Excel** | **2007** | **4** |
|  |  |  |

**Capacity & Availability**

|  |  |
| --- | --- |
| **Daily Translation Output - Word Average** | **Working Hours** |
| **2000 words** | **9 Am to 11 Pm** |

**3 professional references**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Company** | **website** | **Contact Email** | **Country** |
| Abdul Saboor | Lengua Mundo | www.lenguamundo.net | saboor@lenguamundo.net | Pakistan |
| Rana Esmail | Saudi Soft | http://www.saudisoft.com | r.esmail@saudisoft.com | Egypt |
| Mohamed Rashed | Saudi Soft | http://www.saudisoft.com | m.rashed@saudisoft.com | Egypt |

**Rates**

|  |  |  |  |
| --- | --- | --- | --- |
| **Source Language** | **Target Language** | **Translation Rate (£/€)** | **Edit / Proof Rate (£/€)** |
| **English** | **Urdu** | **$0.045 per word** | **$20 per hour** |
| **English** | **Sindhi** | **$0.045 per word** | **$20 per hour** |
|  |  |  |  |
|  |  |  |  |