**Atif M. Elbaghir Osman**

489, 14th. Street, Apt. 1R, Brooklyn, NY 11215

atifbaghir@yahoo.com

***Professional Summary***

**I am an experienced translator and reviser with 21 years of experience at the United Nations Headquarters in New York. For the last 8 years of my work with the UN, I was holding the position of Senior Reviser. My duties included translating and revising long and complicated documents into from English and French into Arabic and heading teams working on such documents.**

***Skills***

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| * Fluent in Arabic, English and French * Cultural expertise * Document review * Capable of identifying problems * Charismatic | * Responsible * Culturally sensitive * Organized and detailed * Self-motivated |

***Work History***

**Arabic Translation Service (United Nations)**

*Translator | New York, NY | April 2000 - February 2019*

* Communicated effectively with clients to establish scope and requirements of translation, following up after submission of work to confirm satisfaction and understanding
* Consulted specialized dictionaries, thesauruses and reference books to identify closest equivalents for nuanced terminology, words and phrases
* Compiled information, such as terms used in multiple settings, into glossaries and terminology databases to be used in translations
* Supported operations by translating key departmental documents and into Arabic
* Translated various types of documents from English and French to Arabic
* Used Computer-Assisted Translation (CAT) software, including Trados and ELUNA, to verify consistency of translation within documents and improve efficiency
* Reviewed final works to spot and correct errors in punctuation, grammar and translation
* Conferred with subject matter experts and other colleagues to establish precise understanding of specialized concepts and translate appropriately
* Applied cultural understanding to discern specific meanings beyond literal written words
* Attended training programs to improve professional knowledge and interpretation skills

*Verbatim Reporter, Arabic Verbatim Reporting Section, Verbatim Reporting Service| New York, NY | May 1997 - March 2000*

* Prepared Arabic verbatim records, a task which required translation and editing the speeches delivered in English and French, using written statements and audio recordings for reference.
* Carried out work requiring transcription, translation, editing and fact-checking, ensuring the substantive accuracy of all statements, while maintaining a uniformly high standard of style
* Consulted specialized dictionaries, thesauruses and reference books to identify closest equivalents for nuanced terminology, words and phrases
* Conferred with subject matter experts and other colleagues to establish precise understanding of specialized concepts and translate appropriately
* Applied cultural understanding to discern specific meanings beyond literal written words

***Education***

MaÎtrise Des Science Du Langage (MA **Linguistics)**

University of Franche-Comté

*Besançon, France | 1986*

Licence Des Sciences Du Langage (BA **Linguistics)**

University of Franche-Comté

*Besançon, France | 1985*

DIPLoME SUPÉRIeUR DE professeur de franÇais a l’Étraner (High Diploma For Teaching French As A Second Language)

University of Franche-Comté

*Besançon, France | 1983*

Bachelor of Arts **IN EDUCATION (WITH DISTINCTION)**

University of Khartoum

*Khartoum, Sudan | 1982*