


PERSONAL INFORMATION

Dorit Attar



 HaSadeh St. POB 66, Gan Yoshiya, Heffer 3885000, Israel

 972-4-6258416  972-52-2205057

 [attar.dorit@gmail.com](mailto:attar.dorit@gmail.com)

 [www.attargum.com](http://www.attargum.com)

Sex F | Date of birth 15/02/1967 | Nationality Israeli

JOB APPLIED FOR

Hebrew Translator and Editor

WORK EXPERIENCE

From 1994 until today

Self employed English to Hebrew translator and editor

Working with various industry clients and translation agencies.

- Medical: clinical trial forms and information sheets, clinical trial submission, consumer leaflets for drugs and medical devices, all brochures, cosmetics, health and lifestyle, websites
- Legal: contracts, benefit plans, corporate policies, articles of association, court motions, affidavits, opinions, wills, all types of commercial agreements, website terms and conditions
- Finance: financial statements, due diligence, stock plans, prospectuses, investor presentations, press releases
- Business and Marcom: company and product brochures, corporate websites, codes of conduct, ethics, employee training, corporate social responsibility reports, correspondence, bios
- Banking: translating for Bank of Israel since 2004 – original Basel standards and related international and comparative documents for banking supervision, research papers, Governor's speeches
- Technical: localization, telecommunications, applications, UI, Help
- Other: commercial products, international bodies, NGO's, education, environment, parenting

Business or sector Translation and linguistics

EDUCATION AND TRAINING

1995-1998

Diploma of Translation and Consecutive Interpreting

Graduated with Distinction

Bar-Ilan University, Ramat Gan, Israel

1990-1993

B.A. South East Asian Studies with French & Linguistics

Graduated with Distinction

Hebrew University, Jerusalem, Israel

- Japanese language and culture
- Courses in business management and economics

1988

French and Linguistics

Tel Aviv University, Tel Aviv, Israel

PERSONAL SKILLS

Mother tongue

Hebrew

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	C2	C2	C2	C2	C1
French	A2	A2	A2	A2	A2

Levels: A1/2: Basic user - B1/2: Independent user - C1/2 Proficient user  
 Common European Framework of Reference for Languages

**Communication skills** ▪ good communication skills gained through my everyday correspondence and work with clients, other linguists and translators community

**Organisational / managerial skills** ▪ very organized  
 ▪ good team work

**Job-related skills** ▪ use MemoQ CAT  
 ▪ pays great attention to details  
 ▪ responsive to client's instructions and requirements  
 ▪ professional and punctual

**Computer skills** ▪ very good command of Microsoft Office™ tools  
 ▪ experienced user of CAT tools (above)  
 ▪ intelligent user of online resources

**Other skills** ▪ choir singer, built and maintain [website](#) for my choir  
 ▪ practice Nia dance

**ADDITIONAL INFORMATION**

**Memberships** ▪ former Member of the Israel Translators Association

**Projects** ▪ Bank of Israel Basel rules and hundreds of related documents  
 ▪ Websites: Intel, Pampers, Citibank  
 ▪ Other: HP, Oracle, Intel Education, Microsoft, Norton, Scitex, ICL, Bezeq