

Translation is at best an echo!



AMANE HAMMOUD

SWORN TRANSLATOR

COURT-SWORN EXPERT

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*I am a native Arabic speaker; I work as a Freelance
Translator/Proofreader/Copywriter for worldwide translation agencies and individuals,
under my own slogan*

“Best Quality, Fastest Delivery”

*I believe that the mission of a translator is to bridge the gap between different languages
and cultures, and to promote international understanding.*

Education

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- ✓ Master of **Translation** from the Faculty of Literature & Human Sciences - Translators & Interpreters School - Saint Joseph University - Beirut - Lebanon, 2004
Thesis project: "The Localization of the Advertisement Slogan"
 - ✓ Bachelor in **Translation** from the Faculty of Literature & Human Sciences- Translators & Interpreters School - Saint Joseph University - Beirut - Lebanon, 2003
 - ✓ Bachelor in **Living Language Teaching** from the Faculty of Literature & Human Sciences - Translators & Interpreters School - Saint Joseph University - Beirut - Lebanon, 2003
 - ✓ Baccalaureate II- Philosophy - Elite College, 1998

Services

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| - Translation | - Editing |
| - Proofreading | - Copywriting |
| - Localization | - Voice over & Subtitling |
| - Website Translation & Localization | - Transcription/Translation of Audio & Visual Material |

Specialization Fields

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- ✓ All general documents
 - ✓ Legal (contracts, patents, official documents...etc.)
 - ✓ Science (medical, pharmaceutical, healthcare, biology, dental, chemical...etc)
 - ✓ Technical (mechanics, automotive, commercial products...etc)
 - ✓ Marketing, financial, arts, media, social sciences, entertainment, media ✓ Engineering (IT, telecommunications, computers, electronics)

Translation/Proofreading/Localization Experience

✓ Legal & Social Sciences:

- Translated the Law of Qatar.
- Translated various websites (legal, medical, IT, marketing, advertising...etc.) for different countries and domains (such as: Her Highness Sheikha Mozah bint Nasser Al Missned's project/Silatech website – Peugeot new releases/Peugeot 308 and many others).
- Legal documents such as articles, courses and projects including: civil, commercial, labor including individual & collective relations, Mediation and Arbitration, banking, criminal, plea, contracts, Patents, Trademarks, Copyrights Taxation, Real estate, certificates, reports, notice, power of attorney, politics and human rights for law firms and individuals.
- Legal & political educational courses and studies.
- Research & studies in sociology, psychology and social behavior

✓ Financial:

- Financial & accounting statements, reports and documents
- Annual & auditors reports

✓ Business

- Business plans, banking, marketing, advertising, economics and insurance articles
- Engineering & architectural Studies.

✓ Telecommunication:

- IT Studies & websites

✓ **Literature – Theatre & Subtitling:**

- Literature dialogues, novels and movies subtitles.

✓ **Journalistic:**

- Translated & proofread Journalistic articles, studies and press releases

✓ **Medical & Pharmaceutical:**

- Articles & studies about various diseases, medical prescriptions, pharmaceutical brochures & studies

✓ **Miscellaneous**

- Games, crafts, textile cosmetic & perfume, food & beverage, sports such as golf, soccer, tennis, surfing, scuba diving, emails, letters, faxes curriculum vitae, studies, personal documents, furniture, cultural and religious subjects
- Expert in environmental translation projects and familiar with all environmental terms, abbreviations & Acronyms

Other Relevant Experience

✓ **Teaching:**

- Taught Arabic Language online to individuals located in Morocco, Tunisia, USA, and Canada.

✓ **Proofreading and Editing:**

- Proofread and edited dialogues written in Arabic and made for plays.
- Proofread and edited journalistic articles and press releases.
- Worked as a proofreader, editor and copywriter for translation agencies and companies. ✓ **Editing:**
- Prepared several studies about the United Nations information, that takes a look at the United Nations, how it is set up and what it does, in order to illustrate how it works to make the world a better place for all people.

Professional Background

October 2010-Till present	Sworn Translator Hammoud Law Firm for Advocacy & Consultancy - Lebanon
January 2014 – Till present	Universal Travel Translator/Copywriter
September 2015 – 2017	Shift (Saudi Arabia) Translator/Copywriter
April 2013- 2014	Translator MTM Linguasoft - USA
February 2012 – 2014	Translator/Proofreader Syrian Lebanese Commercial Bank (SLCB) - Lebanon
February 2011 – 2014	Copywriter/Translator/Editor MEDKK – Lebanon

November 2010 – 2014	Translator Keystone - Lebanon
November 2009- 2012	Translator/Proofreader Mondanité magazine – Lebanon
July 2003- Till present	Head of the Translation Department Hammoud Law Firm for Advocacy & Consultancy – Lebanon
October 2008-2010	Translator/Proofreader United Nations Development Program (UNDP) –Lebanon
May 2003-2005	Translator, Proofreader and Editor Promax Middle East – Dubai
May 2002- June 2003	Screening (International News) National Broadcasting Network (NBN) – Lebanon
June 2003- September 2003	Statistics applications Controller Info Pro magazine – Lebanon

Major End-Clients

Translator, Proofreader, Editor and Copywriter for:

- ✓ United Nations Development Project (UNDP) – Lebanon
- ✓ National Commission for Lebanese Women (NCLW)
- ✓ Mondanité magazine – Lebanon
- ✓ Shift – Saudi Arabia
- ✓ Dar Al-Fatwa – Lebanon
- ✓ Oger - Lebanon
- ✓ Universal Travel - Lebanon
- ✓ Creative Culture – Translation Agency – London
- ✓ Sky Language Ltd – Translation Agency – Hong Kong
- ✓ Feature Subtitling – Subtitling, Captioning and Translation company – USA
- ✓ GPDDDB – Marketing & PR Company – Dubai
- ✓ Teraeon Consulting Corporation – Internet Consulting company – United States
- ✓ Compagnie Keleny – Translation Agency – Montreal - Canada
- ✓ Softitler – Translation Agency – United States
- ✓ Cetra – Translation Agency – United States
- ✓ Telelingua – Translation Agency – United States
- ✓ Eldon Bureau – Translation Agency – United Kingdom
- ✓ Oxford Outcomes – Research, Health Economics and Epidemiology Services – United Kingdom
- ✓ Word-by-Word Translations – Translation Agency – United Kingdom
- ✓ Join Brazil – Language and Tourism Services – Brazil
- ✓ SLS international Spanish – Translation and Localization Services – Spain
- ✓ Deluxe Writers – Translation Agency – Kingdom of Saudi Arabia
- ✓ Terjuman – Translation Agency – Kingdom of Saudi Arabia
- ✓ Saad Specialist Hospital – Kingdom of Saudi Arabia

- ✓ Glenayre – Telecommunication – United Arab Emirates
- ✓ Qatar Foundation – Qatar
- ✓ Infinite Harmony Enterprises – China
- ✓ Times Translation – Translation Agency – Hong Kong
- ✓ Best Formula – Internet Services – Lebanon
- ✓ FIAC – Accounting and Auditing Services – Lebanon
- ✓ KAZ – Law Firm – Lebanon
- ✓ Stair Way – Information Services – Lebanon
- ✓ Perfect Mind – Software development – Quebec – Canada
- ✓ Catch Interactive – Online Advertising Agency – United Arab Emirates
- ✓ Harmonie – Magazine – Lebanon
- ✓ Compass Languages – United States of America
- ✓ Text Appeal – United Kingdom
- ✓ Galaxy Traductions – France
- ✓ Nestor Languages – Translation Agency – Montreal – Canada
- ✓ MTM Linguasoft - USA

Languages

- ✓ **Fluency in:**
 - Arabic: mother tongue
 - French: advanced (reading and writing, speaking) • English: advanced (reading and writing, speaking).
- ✓ **Fair in:**
 - Spanish (reading and writing).

Key Skills

- ✓ Excellent command of MS Office tools, Internet, Email
- ✓ Excellent command of quality control process and implementation of quality standards in translation work
- ✓ Excellent organization and communication skills

Interests and Activities

Painting (caricature and cartoon characters), DIY crafts and recycling, music, acting, photography, reading, Internet surfing, tourism, writing social articles.

References and rates available upon request