

AIDA HARUN

Professional Translator and Editor
English–Malay–English

Curriculum Vitae

Address: 81, Jalan Wan Empok, Seri Petaling, 57000, Kuala Lumpur, Malaysia
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PROFESSIONAL PROFILE

I am a Malaysian and native Malay speaker with a corporate legal background. I work as a full-time professional certified translator and editor. I am highly experienced working with various types of content in both English and Malay language, specialising in legal translation. Possessing excellent communication skills, language skills and work ethics, clients have always benefited from my high level of commitment and my timely and quality output.

TRANSLATION SERVICES

Certification:	Certificate of General Translation Institute of Translation and Books, Malaysia (ITBM) Exam Results : 88/100 Result Category : Excellent
Native language:	Malay
Language Pairings:	Malay to English, English to Malay
Preferred Currency:	USD or MYR
Specialisation:	Legal and Compliance Documents, Privacy Notices, Corporate Documents, Marketing Documents, Press Releases, Social Sciences, Humanities and Others
Daily Output:	2,000 to 2,500 words per day
Professional Rate:	Quotation on a case-by-case basis Rate starts from USD0.08 / MYR0.32 per source word (For editing/proofreading of another translator's work, rate starts at USD0.04/ MYR0.16 per source word)
Membership:	ProZ.com, TranslatorsCafe.com

Payment Method: PayPal, Telegraphic Transfer, Local Bank Transfer

References: Available upon request
Sample Work: Available upon request

CAT Tools: SDL Trados 2017 (beginner level)

Satisfied clients include:

- BQT Global, Wilmington, USA
- Consortra Translations, USA
- TJC Global, Oxford, United Kingdom
- Abacus Translators, Melbourne, Australia
- Talkpush, Phillipines
- Datawords, Hong Kong
- Maideasy, Malaysia
- GetResponse, Malaysia
- Accentual Brand Communications, Malaysia
- CentrePro Sdn Bhd, Malaysia
- Insaf Malaysia
- Asian International Arbitration Centre (AIAC), Malaysia
- Oxford Fajar Sdn Bhd, Malaysia
- Text100 Sdn Bhd, Malaysia
- Lyric Labs Sdn Bhd, Malaysia
- Creador Foundation, Malaysia
- SK Chambers, Malaysia

Affiliated with:

- Proofreaders United

ACADEMIC BACKGROUND AND QUALIFICATIONS

Certificate of Legal Practice (CLP)

Second Class Lower

Brickfields Asia College, Kuala Lumpur

2010- 2011

(shortlisted by the AG's Chambers)

Bachelor's Degree in Law (LLB)

Second Class Upper

University of Warwick, Coventry, United Kingdom

2000-2002

GCE A-Levels

AAB

Malvern Girls College, Worcestershire, United Kingdom

1997-1999

Sijil Pelajaran Malaysia (SPM)**Grade 1, Aggregate 7**Sekolah Menengah (Perempuan) Bukit
Bintang, Kuala Lumpur

1992-1996

IELTS: 8.5 / 10**1119 Examination: A1****WORK EXPERIENCE****Founder, WordLoft Solutions Enterprise
February 2015 – Present**

Establishment of an enterprise for purposes of conducting a professional business offering linguistic services in translation, proofreading, editing and content writing.

Facebook: <https://www.facebook.com/wordloftsolutions/>Instagram: <https://www.instagram.com/wordloftsolutions/>**Lawyer, Kadir Andri & Partners
April 2011 – February 2015**

Gained invaluable legal practice experience in this top-tier corporate law firm as a legal associate, working on a variety of legal projects including initial public offerings, mergers and acquisitions, competition law, data protection and corporate governance advisory work.

**In-House Legal Executive, Permodalan Nasional Berhad
September 2003 – March 2011**

Provision of in-house legal support services to the organisation, including drafting, review and negotiation of contracts, provision of legal opinions and conduct of due diligence.

COURSES ATTENDED

1. **General Translation Course**, Institute of Translation & Books
9 – 20 May 2016
2. **Bengkel Penterjemah Super**, conducted by Puan Fatimah Rodhiah Mohd Yusof, 26 November 2016
3. **How to Become a Successful Professional Freelance Translator**, conducted by Rozmi Tamin, April 2017
4. **SLD Trados 2017 Workshop**, conducted by Qalam Hijrah Network, 14 January 2018