

Ayman Mohamed



Highlights

- Excellent Arabic and English writing skills
- Strong knowledge of MS Office (Word, Excel, PowerPoint) and Adobe Reader
- SDL Trados/ Transparent TMS/ Memsource Cloud/ MemoQ Web/ Wordfast/ CleverSo/ ApSIC Xbench

Education & Qualifications

- Bachelor's degree in Arts and Education, Department of English, Mansoura University (Good)
- 3-year Experience Certificate from ASakinah Training Centre
- Certified Course in Translation of Legal Proceedings and Court Briefs from Sabra Group
- Online Course in Translation by Dr. Khaled Tawfik
- Online Course in General and Legal Translation by Dr. Abdul Aziz Hamdi

Languages

- Arabic
- English

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LinkedIn:

<https://www.linkedin.com/in/aymanmohammedali12>

Proz: www.proz.com/translator/1660117

Summary

Professional and highly experienced English<>Arabic Translator/Proofreader with more than **18 years** of experience, and a strong background in translating and proofreading written documents in Arabic and English. I have a track record of impeccable translation, proofreading and editing. I have a great deal of flexibility and adaptation to various work requirements. I am eager to work for successful and ambitious clients and employers that secure opportunities for career development.

Experience

2005 – Present:

Professional Translator and Proofreader (Full-time & Freelance)

2016- 2021:

Full-time Senior Translator/Proofreader (Text Power Translation Services, Dubai)

Feb. 2023 – Present:

Senior Translator (Tarjama)

✚ Throughout my career path, I worked as a translator and proofreader for various prestigious translation companies around the world.

✚ I also participated in projects for international organizations and companies, such as UN, UNICEF, International Organization for Migration (IOM), Saudi EXPRO, PricewaterhouseCoopers (PwC), Clyde & Co, Abu Dhabi Health Services Co. (SEHA), Dubai Police, Dubai Municipality, Sharjah Municipality, Qatari Ministry of Education and Higher Education (MOEHE), ... etc

My job duties include translation and proofreading of the following types of documents:

- Press releases
- Court briefs, agreements, contracts, articles of association and business plans
- Arbitration awards and witness statements
- Financial documents
- HR, educational and management documents
- Presentations and reports for prestigious Gulf entities
- Minutes of meetings and business correspondence
- Marketing materials, tourist brochures and websites of leading companies
- IPO Prospectus