



ZAKI MOHAMMED


- English into Arabic and vice versa
- Marketing, Legal, Medical, IT and Financial



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Egyptian 

Summary

I am a professional translator with long experience as an English/Arabic/ English translator, editor and proofreader, subtitler, copywriter, article writer and DTPer. **I can do translations for ALL Arab countries.** I translate from English into Arabic and vice versa. I worked in **Egypt, Qatar and Bahrain.**

Services Offered

- | | |
|----------------------|-------------------|
| • Translation | • Editing |
| • Proofreading | • Transcreation |
| • Localization | • Subtitling |
| • Copywriting | • Transcription |
| • Desktop Publishing | • Content Writing |

Educational Qualifications

- M.A. in English, Annamalai University, India
- B.A. in English and Education, Ain Shams University, Egypt
- Diploma in Translation, Institute of Linguists, UK
- TOLES Higher Certificate, Global Legal English, UK
- Certificate in Copywriting and Content Writing, Ibn Sina Academy, Egypt

Work Experience

- | | |
|--------------------|--|
| 2001- Now | Freelance English /Arabic/English Translator, Editor and Proofreader, based in Egypt. |
| 1990 -2001 | In-house translator, editor and proofreader with Gulf Translation, a translation company in Bahrain. |
| 1989 - 1990 | In-house translator with Akhbar Al Khaleej, a daily newspaper, in Bahrain. |

Types of Projects Performed

Marketing

- Website localization
- Social media posts
- Presentations
- Marketing surveys
- Press releases
- Copywriting
- Product packaging
- Product description
- Posters
- Brochures

Legal

- Agreements
- Court cases
- Powers of attorney
- Laws
- Rules and regulations
- Birth, marriage and divorce certificates
- Witness reports
- Deeds of reconveyance
- Trade mark assignments

Medical

- Clinical validation of medical documents
- Patient medical records
- Clinical protocols
- Informed Consent Form (ICF)
- Patient information Leaflets
- Physician manuals
- Study drug labels
- Instructions of use
- Medical patent applications
- Transcreation

Information Technology

- Mobile phone display texts
- Software localization
- E-learning materials
- Installation guides
- User guides for apps, software, etc.
- User interface localization
- Technical manuals
- Website localization (in html format)

Financial

- Annual reports
- Balance sheets
- Shareholder reports
- Invoices
- Tax reports
- Income statements
- Tax clearance documents
- Financial reports
- Terms and conditions
- Insurance policies

Article Writing

I can write articles based on the rules of SEO and publish them. Here is a link to one of my published articles.

<https://tayyebat.me/%d9%81%d9%88%d8%a7%d8%a6%d8%af-%d8%b2%d9%8a%d8%aa-%d8%a7%d9%84%d8%b2%d9%8a%d8%aa%d9%88%d9%86-%d9%84%d9%84%d8%b4%d8%b9%d8%b1/>

Multilingual DTP

I can do multilingual DTP, using InDesign, Illustrator, PowerPoint, MS Publisher and MS Word. Samples are available on request.

Membership



I am a full member of the Institute of Translation and Interpreting (ITI) UK.

ISO 17100:2015 Certified



I am ISO 17100:2015 certified.

Software

Translation Memory Tools	Trados Studio 2019, Wordfast Pro, Smartcat, Memsource and MemoQ
DTP Software	MS Word 2019, MS PowerPoint 2019, Adobe Illustrator CC 2020 and Adobe InDesign CC 2020
Subtitling Software	Subtitle Workshop and Aegisub

Books Translated and Published

1. A Man and the Rise of a Nation, the Biography of Shaikh Sulman Al Khalifa, Bahrain Prime Minister, Scientific Creativity Centre, Bahrain, 1997
2. Index on Censorship, Collection of Articles, Thanet Press (UK), 2005
3. How to Tell Stories to Children and Stories to Tell, Author House UK, 2010