



## C.V

**Abdel Wahab Raslan**  
English <> Arabic Translator

### Personal details:

Nationality: Egyptian  
Address: Riyadh, KSA  
Date of Birth: 09/09/1990.  
Social status: Married  
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### Summary:

Knowledgeable and experienced translator able to work in multiple environments. Fluent in Arabic and English languages with knowledge of cultural and regional variations.

### Work Experience:

**Jan 2020 – Still**

**Senior Translator at Oliver Wyman in Riyadh, KSA.**

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**Jan 2016 – still**

**Translator at Oliver Wyman in Riyadh, KSA:**

- Reading through original material and translating and ensuring that the meaning of the source text is retained.
- Proofreading and editing final translated versions.
- Retaining and developing glossaries on specialist areas of translation.
- Provide on ground translation support to projects if needed
- Liaising with clients to discuss any unclear points.
- Managing translation sub-contractors and vendors in case assigned to a long term project.

**Sep 2015 – Nov 2015**

**Translator at Concentrix, Riyadh, KSA:**

- Translated knowledge bases English to Arabic to be used by customer service agents.
- Used appropriate software for presentation and delivery.

**Feb 2013 - Sep 2015**

**Translator and Interpreter at National Company for Learning & Education in Riyadh, KSA:**

- Translated reports and letters form English to Arabic and vice versa.
- A liaison between native English teachers and the company administration.
- Interpreted to my line managers in meetings
- Worked with the HR department in the employment process; from resume screening and translating, preparing and submit initial job offer.

**Jul 2012 and Feb 2013**

**Translator at The Compiler Translation Firm, Egypt:**

- Translated various legal, technical, media and medical documents.
- Used appropriate software for presentation and delivery.

**Jun 2013- Aug 2015:**

**Freelance translator at Lyric labs (India):**

- Translated various legal, technical, media and advertisements, medical reports, certificates documents.

**Mar 2013 - June 2015**

**Freelance translator at Andalus Group (Egypt):**

- Translating various legal documents, technical texts and products specifications documents.

**Dec 2014 – Aug 2017**

**Freelance translator and proofreader at Future Group (Egypt):**

- Translating and proofreading various documents, technical
- Localize documents to fit KSA context.

**Feb 2015 -Jun 2015**

**Freelance translator at Wadi.com:**

- Before Wadi.com go live, I was part of the translation team who translated the items names and specification from English into Arabic.

**Qualifications**

- Bachelor's degree in Literature, English department, Faculty of Arts, Tanta University, Egypt (2007-2011)
- Diploma in Education and Teaching Techniques, Faculty of Education, Tanta University (2012).
- Project Management Professional (PMP) (2020-2023).

**Computer skills:**

- SDL Trados.
- MemoQ
- MS Office tools user (ICDL holder)

**Personal skills:**

- Committed to deadlines.
- Able to learn a new task quickly.
- Thrive under stress.
- Work in groups and self-learning.
- Ready to travel.

*All references can be provided when needed.*