

Hani Rateb CV English-Arabic Translator Arabic English Translator	Mob : 0780847262 Email : hanirateb@hotmail.com City : Amman/Jordan
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Personal Information

Name : Hani Rateb Alqaoud

Date of Birth : 2nd of Jan 1975

Nationality : Jordanian

Marital status : Married

Profession summary

Professional English>Arabic>English translator with more than 21 years of experience working for professional Educational, literature and scientific organizations. Exceptionally accurate translation skills. Diverse translation work including proprietary scientific and non-scientific materials and organizational and non-organizational documents. Verification and Editing of translated materials. Experience in teaching English courses.

Education

1993-1997: Bachelor of Arts in English studies and literature Olive University /Jordan.

Work Experience

2011 – to now Freelance translator.

Doing all kinds of material translations from English to Arabic and vice versa. Being my own boss, I deal face to face with customers or through Internet facilities (Email, chat, ...). Retrieving articles from newspapers, magazines & the internet & translating them into English upon client requests.

2000 – Up to 31 of Aug 2011 Future book publishing

Worked as Arabic to English and English to Arabic translator, mostly translate all kinds of books (scientific, literature, history, ...). proofreading and editing translated material.

1998 – 2000 Translation house center

Worked as translator, translating all kinds of documents (certificates, dissertations, projects, legal documentation, website contents, proposals, letters and so on). Liaising with clients to discuss any unclear points, review and proofreading translated materials of other translators.

Skills

- Fluent in Arabic -mother language- (speaking, reading and writing).
- Fluent in English language (speaking, reading and writing).
- Fluent in standard and colloquialisms, business vocabulary, literary and scientific terminology.
- Experienced with several computer programs, including Microsoft Office, Microsoft windows, Mac, software Translators, Photoshop. Aegisub subtitling software.
- Video-Audio translation, subtitling, edit and mixing subtitles with Videos using special Video editing software.
- Verbal and written communication.
