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**Mohamed Hamdy Abuegila**  
Translator & Interpreter  
Arabic <> English

Translator and interpreter with over 23 years' progressive experience translating and interpreting between English and Arabic in diverse areas.

## Work Experience:

### Translation and Interpretation:

- |                                   |   |
|-----------------------------------|---|
| <b>Sept. 2015<br/>to present</b>  | <p><b>Mowasalat (Karwa) (Qatar)</b><br/><b>Translation Executive</b><br/>Corporate Communications Department</p> <p>www.Mowasalat.com   info@Mowasalat.com<br/>P.O. Box 1186, Doha, Qatar</p> <ul style="list-style-type: none"><li>▪ Provide professional written translation, sight translation and interpretation for the corporate written and verbal communications and legal documents of all kinds between English and Arabic.</li><li>▪ Create and translate hundreds of press releases and articles, which are published in all official media and newspapers in Qatar.</li><li>▪ Ensure that translations retain the content, meaning and feeling of the original material.</li><li>▪ Translated documents include circulars, memos, letters, emails, brochures, fliers, announcements, posters, newsletters, publications, certificates, contracts, MOUs, MOAs, bylaws, policies, tenders, press releases, presentations, social media posts and so forth.</li><li>▪ Liaise with relevant individuals and departments to review translations and ensure accuracy.</li><li>▪ Identify, propose, and deploy Computer Assisted Translation software (CAT tools, i.e., memoQ), and other technology to support translation and correspondence activities.</li><li>▪ Research and document legal, technical, and scientific phraseology to support translation activities.</li><li>▪ Develop a glossary of frequently-use terms to ensure clarity and consistency.</li><li>▪ Maintain database to support tracking and reporting on translations, and archive documents.</li><li>▪ Support meetings' logistics and minutes.</li><li>▪ Manage and coordinate events.</li></ul> |
| <b>Aug. 2014</b>                  | <p><b>Fusion Group Holding (Qatar)</b><br/><b>Freelance Translator</b></p> <ul style="list-style-type: none"><li>▪ Manage and perform translation for documents in various fields, including, but not limited to, legal, financial, commercial, technical, media, etc.</li></ul>  |
| <b>Feb. 2000<br/>to Aug. 2015</b> | <p><b>Alexandria Translation Office (Egypt)</b><br/><b>Senior Translator and Interpreter</b></p> <p>www.alex-translation.com   info@alex-translation.com<br/>Alexandria, Egypt</p> <ul style="list-style-type: none"><li>▪ Manage and perform translation between English and Arabic for documents in various fields, including, legal, financial, commercial, technical, sports, medical, educational, and so forth.</li><li>▪ Proofread and review written content to ensure relevance, quality, and consistency.</li></ul>   |

## Tour Guide:

Professional English tour guide with over 7 years' experience in guiding tourists and conference delegates in all cultural and monumental sights over Egypt, including Egyptian museums of Islamic Arts and Antiquities.

**Feb. 2006**  
**Jun. 2013**

### **Freelance Tour Guide**

Operate and manage tours entirely. Guide tourists, guests, and delegates all over Egypt. Work with many reputable local and international tourism companies, including:

- Rhapsody Group, Mena Tours, Cosmos Tours, Nasco Tours, Thomas Cook Egypt, Travco, and others.

Handle tour excursions for many international cruise ships, including:

- Royal Carrabin, Costa Cruises, Discovery, Azamara, Swan Hellenic, Aida, Norwegian Cruise Line NCL, P&O CRUISES, MSC, Princess Cruises and many other cruise ships.

## Education:

**1999 - 2002**

**Post Graduate Diploma in Tourist Guidance,**  
Faculty of Tourism and Hotels,  
Alexandria University, Egypt.

**1995 - 1999**

**Bachelor of Arts (BA) in English Language and Literature,**  
Faculty of Arts, Department of English Language and Literature,  
Alexandria University, Egypt.

## Volunteer Experience:

**Feb. 2012**

**Bibliotheca Alexandrina** (The New Library of Alexandria, Egypt)  
Writing and Scripts Center | [www.bibalex.org/calligraphycenter](http://www.bibalex.org/calligraphycenter)  
**Volunteer Interpreter**

- Provide interpretation between Arabic and English for lectures organized in the library in various fields, e.g., history, Egyptology, art, and literature.

**2006 - 2015**

**Egyptian General Tourist Guides Syndicate,**  
Alexandria Branch, Egypt  
**Volunteer Interpreter and Translator**

- Interpret and translate legal documents, narratives, interviews, lectures and presentations.
- Subtitle English and Arabic educational videos and programs.

## Certificates:

**Oct. 2023**

Professional Translation – Advanced Level  
Translation and Interpreting Institute (TII), Hamad bin Khalifa University (HBKU), Qatar.

**May 2022**

Writing Press Releases for Public Relations  
Al Jazeera Media Institute, Doha, Qatar. Certificate No. D 3200658.

**May 2022**

Journalistic Article Writing  
Al Jazeera Media Institute, Doha, Qatar. Certificate No. A 321573.

- Aug. 2015** Diploma in Translation,  
Notting Hill College Middle East, Alexandria, Egypt. License No. 1416.
- Jun. 2014** Arabic Language Test for Postgraduate Studies,  
Languages and Translation Unit, Alexandria University, Egypt.
- Aug. 2006** TKT: Teaching Knowledge Test Certificate in lesson planning and use of resources for language teaching,  
University of Cambridge – British Council Egypt. Certificate No. 0016505210.
- Aug. 2006** TKT: Teaching Knowledge Test Certificate in managing the teaching and learning process,  
University of Cambridge – British Council Egypt. Certificate No. 0016505224.

## Skills:

Social Media Handling – Advanced computer user – MS Office - Computer Assisted Translation (CAT) tools (memoQ).

## Languages:

- Arabic:** Mother Tongue
- English:** Fluent (professional level)

## Personal Data:

- Date of Birth:** 05 Feb. 1977
- Nationality:** Egyptian