

Suzan Alkhodair

Editor in the life sciences, translator (EN-AR-EN)

PROFILE	<p>A certified editor in the life sciences with a medical degree, self-taught in translation. I have over seven years of freelance experience translating and editing in all medical fields. Highlights include translating practice manuals, psychological scales, study questionnaires, and many other types of documents. I have also translated 41 thousand words for Translators Without Borders.</p>	Personal Details Nationality: Saudi Location: Jeddah, Saudi Arabia Contact Information Email: suzanalkhodair@gmail.com Mobile: 966 55 654 5148 Website: medicallyspeaking.net Proz ID: #2267147 Rates Translation: 0.06 USD/word Editing: 0.03 USD/word Hourly: 18 USD/hour Payment options PayPal IBAN
SKILLS	<ul style="list-style-type: none">• Native English and Arabic speaker• Seven years' experience in specialized medical translation, copyediting, and proofreading• Vast experience with medical translation.• Experienced with SDL Trados and other CAT tools• Vast experience with style manuals (AMA, APA) and following specific university or journal style• Highly skilled with MS (Word, PowerPoint, and Excel), PerfectIt, and Acrobat DC• Great attention to details• Strong communication skills	
EXPERIENCE	<p>Freelance medical editor and translator (EN-AR-EN) 2015 – present</p> <p>HIGHLIGHTS</p> <p>Practice guidelines. Translated 3 practice guidelines and edited 3 others for different departments in the Ministry of Health</p> <p>Revision of book translation. Revised two book translations, EN-AR (>50K words) "A Color Atlas of Gastrointestinal Diseases" and "Managing ADHD in School."</p> <p>COVID-19 Glossary review. Was a reviewer for the EN-AR Glossary for COVID-19 for Eriksen Translations.</p> <p>Scale adaptation. Participated in the translation/back-translation of numerous study questionnaires for scale adaptation in many different areas including ADHD</p> <p>Book Editing. Edited "Research Road of Change, Second Edition." This book was published by a team of medical</p>	

specialists for a research summer school, teaching medical students the art of preparing medical articles

Medical Articles. Proofread and edited over 50 articles for medical teams (consultants, residents, and students), including research articles, case studies, proposal letters, and different reports. Some have been published.

Theses/dissertations. Edited over 10 theses for master's and PhD candidates at universities in the US, Canada, Ireland, New Zealand, and Saudi Arabia. All but one followed APA style and required formatting according to university guidelines

Volunteer. A Ketó verified translator with Translators Without Borders; 41,000 words translated so far, including material for the WHO, medical abstracts for researchers of diseases of poverty, and assistance for refugees around the world. Also, was part of Mohammed Bin Rashid Al Maktoum Global Initiatives' Translation Challenge; translating educational material (EN-AR) including Khan Academy.

EDUCATION

January 2022

Editor in the Life Sciences certification

Board of Editors in the Life Sciences

August 2020

Poynter ACES Certificate in Accurate, Audience-Focused Editing

Poynter News University

August 2018

Poynter ACES Certificate in Editing

Poynter News University

September 2018

Introduction to Copy-editing Certificate

Society for Editors and Proofreaders (current name: Chartered Institute of Editing and Proofreading)

1994

Medical Bachelor, Bachelor of Surgery (MBBS)

King Abdulaziz University, College of Medicine, Jeddah, Saudi Arabia