

Mohamed Amin

Translator

AREAS OF EXPERTISE

Translating legal Documents

Proofreading

Interpreting

Terminology

Multi lingual

PERSONAL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

Would like to work as a translator for a successful and ambitious company that offers great opportunities for career development and progression.

WORK EXPERIENCE

Interpreting Company – All Locatrans

TRANSLATOR July 2016 – January 2018

Working freelance for a translation agency providing a translation and interpretation service to clients where needed. Involved converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible.

PROFESSIONAL

First Aid Certificate

International Relations

Computer Packages Certificate

Duties:

- Researching legal & technical phraseology to ensure the correct translation is used.
- Liaising with clients to discuss any unclear points.
- Providing guidance & feedback & creating customer -specific style guides.
- Translation of documents/letters from a Somali language to English & vice versa.
- Reviewing and proofreading mother-tongue text.
- Revising more junior translators' translations.
- Conducting face-to-face interpreting.
- Telephone interpreting.
- Working as a translator for Law firms, charities and local councils.
- Supporting the translation team with other projects when necessary.
- Excellent English speaking and writing skills.
- Retrieving articles from newspapers, magazines & the internet & translating them into English.

PERSONAL SKILLS

Detail and result orientated

Well organized

Friendly

KEY SKILLS AND COMPETENCIES

- Familiar with translation software tools.
- Able to fluently speak Kiswahili, Somali and English
- Excellent communication and social skills.
- Able to work to tight deadlines.
- Highly skilled in Word, Excel and Microsoft Outlook.
- Willing to travel and able to work under pressure.
- Able to prioritize work.

PERSONAL DETAILS

Mohamed Amin
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South Central Somalia.
Bay Region.

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DOB: 05/12/1990

Driving license: Yes

Nationality: Somalian

ACADEMIC QUALIFICATIONS

BA (Hons) Translation Media & Somali
Mogadishu University 2014 - 2016

Kenya Certificate of Secondary Education
Weaver Bird High School 2011 - 2014

REFERENCES – Available on request.

