# Ahmed Omar

📞 (+972) 599573933

**Date of birth**: 8 May 1987

✉ **Email address:** info@ahmedservice.com

🌐 **Website:** http://ahmedservice.com/

Ⓢ **Skype :** eng.ahmedomar

in **LinkedIn :** https://www.linkedin.com/in/realahmed8/

👤 **Academia: :** https://iugaza-ps.academia.edu/ahmed

👤 **ProZ: :** https://www.proz.com/profile/2436493

📍 **Address** : 142 Albahar St., 00970 Gaza (Autonomous Palestinian Territories)

## ABOUT ME

World Class Arabic / English Freelance Translator. Experienced with a demonstrated history of working in the fields of linguistics, academic writing, digital research, project management and web development.

## WORK EXPERIENCE

### Arabic-English Freelance Translator
***Self-employed*** [ Oct 2010 – Current ]

- Read through original material and rewrite it in the target language, ensuring that the meaning of the source text is retained.
- Use translation memory software, such as Wordfast, memoQ, and SDL Trados, to ensure consistency of translation within documents and help efficiency.
- Use specialist dictionaries, thesauruses and reference books to find the closest equivalents for terminology and words used.
- Proofread, edit, and revise translated materials.

### Computer Engineer
***Ministry of Health*** [ Nov 2019 – Aug 2020 ]

**Country**: Autonomous Palestinian Territories

- Troubleshoot system and network problems, diagnosing and solving hardware or software faults.
- Install and configure computer hardware operating systems and applications.
- Provide support, including procedural documentation and relevant reports.
- Test and evaluate new technology.

### Web Monitoring and Reporting
***KSoft Enterprise Ltd.*** [ Jun 2011 – May 2018 ]

**Address**: Tokyo (Japan)

- Monitor pre-specified list of websites and track the recent news published there.
- Prepare weekly reports demonstrating the series of new publications.
- Collect facts about specific issues via focused Internet search.
- Translate some texts from Arabic into English.

### Arabic-English Translator and IT Specialist
***Al-Huda Center for Languages*** [ Oct 2010 – Jun 2013 ]

**Address**: Rafah (Autonomous Palestinian Territories)

- Translate texts from English into Arabic and vice versa.
- Provide technical support for the issues related to software applications used in the translation process.
- Contribute in building high quality database of foreign languages' translators.
- Train new employees in how to use MS Office Suite efficiently.

### IT and Technical Support
***Rafah Municipality*** [ Jun 2010 – Sep 2010 ]

**Address**: Rafah (Autonomous Palestinian Territories)

- Troubleshoot system and network problems, diagnosing and solving hardware or software faults.
- Install and configure computer hardware operating systems and applications.
- Provide support, including procedural documentation and relevant reports.
- Test and evaluate new technology.

## EDUCATION AND TRAINING

### Master of Business Administration
***Islamic University of Gaza*** [ Sep 2012 – Feb 2017 ]

**Address:** Gaza (Autonomous Palestinian Territories)

https://iugaza.edu.ps

**Gained Skills**

- Management techniques and leadership abilities.
- Basic understanding of the supply chain and a production environment.
- Willingness to take risks, deal with uncertainty and accept occasional failure.
- Basic understanding of accounting and financial management principles.
- Time management and project management skills.

### Diploma in Digital Marketing
***Shaw Academy*** [ Jan 2016 – Aug 2016 ]

**Address:** (Ireland)

https://shawacademy.com

**Gained Skills**

- Content curation and creation.
- Advanced marketing strategies using Facebook, Twitter and Pinterest.
- Analysis of e-marketing campaigns.
- Enhance web page ranks and search engine optimization.
- Basic usage of Google Adwords.

## Diploma in Linguistics and Translation
*IUG Community Service Center* [ Feb 2011 – Dec 2012 ]

**Address:** Gaza (Autonomous Palestinian Territories)

https://iugaza.edu.ps

**Gained Skills**

- Deal with complexities of meaning and social uses of language.
- Construct and apply translation theories.
- Optimize written communication through an understanding of linguistic structure.
- Analyze academic, professional and research ethical problems relevant to linguistic studies and the application of research results.
- Gather, critically systematize and analyse large amounts of linguistic data on a selected research topic.

## BSc of Computer Engineering
*Islamic University of Gaza* [ Sep 2005 – Feb 2011 ]

**Address:** Gaza (Autonomous Palestinian Territories)

https://iugaza.edu.ps

**Gained Skills**

- Strong Data Structures and Algorithms skills.
- Basic web development - the optimal use of MySQL and online servers.
- Open and assemble the components of a computer - know what each component does and how they fit in together.
- Good Programming skills in Java and C#.
- Basics of security, vulnerabilities and cryptography.

## PROFESSIONAL SERVICES

**Professional Services**

- Translation
- Transcription
- Proofreading / Editing
- Academic Writing
- Digital Research
- HTML5 Works
- Desktop Publishing
- Project Management

## PUBLICATIONS

**Publications**

- **[February, 2017]** The Role of Personal and Environmental Factors in the Success of Freelancing Practices "An Empirical Study on the Graduates of Higher Education Institutions in Gaza Strip", The Islamic University of Gaza, Palestine.
- **[September, 2011]** "Preventing Illegal De-authentication Attack in IEEE 802.11i Using Confirmation Message", International Conference on Parallel, Distributed Computing technologies and Applications (PDCTA-2011), India. *http://coneco2009.com/PDCTA/accepted.html*
- **[July, 2010]** "Internet Data Mining - Methodology and Applications", Research Paper for Palestinian 3rd Conference for IT and Telecommunications, Palestine.

# COURSES

**Courses**

**Human Resources Management and Business Administration** (**Al-Rahma Training Center, 2012**)

- Personal Strategic Management
- Time Management
- Communication Skills
- Body Language
- Success Strategies

**Graphic Design and Editing (IUG Alumni, 2011)**

- Photoshop CS5 basics and advances
- Adobe InDesign CS5 Basics
- Adobe Illustrator CS3 Basics
- Adobe After Effect CS5 Basics and advances
- Corel Draw X13

**Principles of Administration and Leadership (ANERA, 2010)**

- Principles of Marketing and e-commerce
- Accounting and Financial Principles
- Operations and Productivity Management
- Business Plans Fundamentals
- Principles of Management and Ethical Laws

**Business Management and Administration (PICTI, 2010)**

- Entrepreneurship and Innovation
- Product and Business Opportunity Evaluation
- Business Plan Development
- Marketing and Sales
- Financial Analysis and Investment Methods

**Computer Literacy and Networking (JICA, 2009)**

- DNS Server, Router, DHCP, NAT
- Web Applications
- Network (Internet and performance)
- Transmissions device and Management
- Network Security

# NETWORKS AND MEMBERSHIPS

**Memberships**

- Institute of Electrical and Electronics Engineers (IEEE).
- Association of Engineers, Gaza.
- Palestinian Translators Association (PTA).

## CAT TOOLS

**CAT Tools**

- MemoQ 2015 R2
- SDL Trados 2019 Pro
- Wordfast Pro
- SmartCAT
- Memosource

## DTP TOOLS

**DTP Tools**

- Adobe Photoshop
- Adobe Illustrator
- Adobe InDesign
- NitroPDF
- Microsoft Publisher

## LANGUAGE SKILLS

Mother tongue(s):

**Arabic**

**English**

**LISTENING:** C2  **READING:** C2  **UNDERSTANDING:** C2

**SPOKEN PRODUCTION:** C2

**SPOKEN INTERACTION:** C2

## JOB-RELATED SKILLS

**Job-related skills**

- Specialist knowledge in technical, commercial, industrial or scientific areas.
- Professional user of MS Office Suite and CAT (Computer Assisted Translation) tools.
- Good cultural awareness of both the source and target languages.
- Maintain strict confidentiality concerning clients and translated materials.
- Respect deadlines as set by the client and the requirements for each task.
- Quality assurance of all final deliveries.
- Keep formatting and style of final deliveries just as the source text.
- Ability to work via private online portals.

## RECOMMENDATIONS

- Available upon request.