

NAJIBAH A. BAKAR

FREELANCE TRANSLATOR (EN<>MS)



[ProZ.com Professional Member](#)



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STRENGTHS

- o Professional
 - o Good communicator
 - o On-time delivery
 - o Passionate
 - o Resourceful
 - o Willing to learn
-

RATES (USD)

- | | |
|----------------|--------------------|
| o Translation | : 0.06/source word |
| o Review | : 0.03/source word |
| o Proofreading | : 0.01/source word |
| o Hourly | : 20.00/hour |
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DAILY OUTPUT (SOURCE WORD)

- | | |
|----------------|------------------|
| o Translation | : 1,200 to 1,500 |
| o Review | : 2,400 to 3,000 |
| o Proofreading | : 4,000 to 5,000 |
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CAT TOOL

- o SDL Trados 2017



PROFILE

Najibah has been a casual translator since 2004 before becoming a certified professional in March 2018. In less than two years, she has translated more than 150,000 words and worked for more than 10 agencies and 20 individual clients at local and international levels. Her strengths are in social science, marketing, literary, IT & general translations. She also enjoys localizing websites and apps.

TRANSLATION EXPERIENCES

Localization of Website (June-Aug 2019)

International wedding photography website.
Total words: 16,000+

Legal Documents (Oct. 2017-ongoing)

Legal documents including certificates for foreign worker, medical practice, marriage, and examination. Also translated police reports and authority cards.

Breastfeeding Booklet (July 2018)

28-page guide from Malay to English.

Psychological Health News (Apr. 2018-Apr. 2019)

Workplace bulletins for workers and the elderly.
Multiple assignments. Total words: 7,200+

Online Training Platform (1-13 Apr. 2018)

Online training platform for marketers, including .srt files, videos, hand-outs, etc. Total words: 10,763.

Business Press Releases (Oct. 2017 to Feb. 2018)

Small-scale press releases between 400 to 800 words per day on color technology, e-learning, pharmaceutical breakthroughs, autoshow, manufacturing, disruptive products, power plant technology, and financial services. Total words: 50,080.

NAJIBAH A. BAKAR

FREELANCE TRANSLATOR (EN > MS)

EDUCATION BACKGROUND

- o Bachelor of Laws (Hons.)
1997-2003
 - o Master in Library and Information
Science (with Distinction)
2004-2008
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VOLUNTEER TRANSLATOR

- o TED Translator
 - o Coursera e-Learning Platform
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TRANSLATION COURSES ATTENDED

- o Translation Course by Malaysia
National Translation Body ITBM
from 8-19 January 2018 (Excellent,
89% from 100 marks)
 - o Independent Translation Course
by Mr. Rozmi Tamin (2017)
 - o Independent Translation Course
by Mrs. Siti Fatimah Rodhiah (2014)
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TESTIMONIALS @ UPWORK

0321 - Malay to English Translator

★★★★★ Mar 2018

Very thorough and meticulous Malay talent. Assisted on a small but sensitive project. Will definitely continue to work with Najibah.

Translation: English to Malay

★★★★★ Mar 2018

Excellent freelancer who always tries her best to deliver work on time and in good quality. I strongly recommend Najibah for her dedication and cooperation.

OTHER RELATED EXPERIENCES

Writing (2004 to present)

Among published works were poems, short stories, essays, articles on ICT, chapter-in-books, and conference papers. They were available in print or online through various publishers and media such as Dewan Bahasa dan Pustaka, Berita Harian, Utusan Malaysia, IIUM News Bulletin, The Vocket, SelangorKini, and Buletin Perpustakaan UMS, among others.

Content Writing (Dec. 2018 to present)

Supplied 11 articles between 2-5 pages in length to MukaSurat.my, hosted by Kota Buku Malaysia. A number of articles have been among the top ten most read on the website.

Editing (June 2017 to Mar. 2018)

Editor for online news portal of Librarians Association of Malaysia, Berita PPM. The appointment was in professional capacity.

WORK EXPERIENCES

Head of Library, Centre for Foundation Studies, International Islamic University Malaysia (Jan. 2017 to Jan. 2018)

Served more than 100 faculty members and 2,600 students.

Librarian, International Institute of Islamic Thought and Civilization (Feb. 2012 to Dec. 2016)

Catalogued Arabic books and conducted information literacy classes for post-graduate students.

Librarian, International Islamic University Malaysia (June 2010 to Jan. 2012)

Digitized library materials as part of digitization project, managed listing of serials subscription, and involved in university e-repository project.