

Dr RAGIA ABDALLA (Translator/Transcreator)

English <> Arabic translator/transcreator/proofreader/transcription
"Specialisations: Marketing, Pharmaceuticals, Medical and general translation"

PERSONAL DETAILS

Location: London - Dunstable
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PROFILE SUMMARY

A native Arabic speaker living in the UK, from a Veterinary Medical Science background, I have worked extensively in the Pharmaceuticals industry with special interests in Language Translation/Interpretation and Marketing. I am multi-skilled and a quick learner who can absorb new ideas and can communicate clearly and effectively with people from all social and professional backgrounds. Well mannered, articulate and fully aware of diversity and multicultural mannerisms. Flexible in the ability to adapt to a diversity of challenges when they arise in coincidence with the awareness of professional roles and boundaries.

I would like to work as a translator for a successful and ambitious company that offers great opportunities for career development and progression. I have the necessary linguistic talents and academic/professional qualifications to provide high quality English <> Arabic translation/interpretation and copywriting services.

ACADEMIC QUALIFICATIONS

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| • Masters in Business Administration (MBA) | ESLSCA Business School, Egypt | Oct 2011 – Jul 2014 |
| • Interpreting and Translation (Diploma) | Alexandria School of Business, Egypt | Jan 2012 – Feb 2013 |
| • Veterinary Medical Science (BV Medicine) | University of Alexandria, Egypt | Sept 1998 – Sept 2003 |

PROFESSIONAL QUALIFICATIONS

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| • Ethics & Business Practice of Translation & Interpretation | Jan 2017 |
| • Terminology Management and Research | Nov 2016 |
| • Arabic/English Simultaneous Translation | June 2016 |
| • Rare Selling Techniques | Mar 2014 |
| • Advanced Communication Skills | Feb 2013 |
| • Presentation Skills | Jun 2012 |
| • International English Language System (IELTS - Advanced) | Mar 2008 |

MEMBERSHIPS

- | | |
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| • Institute of Translation and Interpreting (ITI) | Jun 2017 |
| • Egyptian Translators Association (ETA) | Dec 2015 |

PROFESSIONAL EXPERIENCE

English to Arabic translating at Day Translation company Jan 2018 current

- On demand jobs via Day Translation Inc. company on contract basis

Translators without Borders Nov 2017 current

- Made some voluntary work and was member of a team and finished 5 projects with them and received many thanks emails due to the fast and accurate translation I made
- English to Arabic translation
- Arabic to English translation
- Transcription
- Proof reading

Arabic Freelance Translator – UK**Jan 2017 current**

- On demand jobs via peopleperhour.com freelance translation services.
- Medical & Scientific Equipment, nutrition and others.
- Law - Legal Documents, Agreements & Contracts.
- Birth, Marriage and Divorce Certificates, Educational Certificates (Universities and Schools).
- Health documents, instruction manuals, human resources.

Translator – Arabic Integrated Services “AIS” - Cairo, Egypt**Jan 2016 – Jun2016**

- Took jobs and completed work remotely from the UK to set deadlines.
- Website and user manual translation.
- Various types of translation, mainly medical materials.
- Proofreading and editing also included.

Translator – Pearl Linguistics - London, UK**Dec 2014 – Sept2015**

- Interpreting for non-English speaking (Arabic speaking) clients dealing with various organisations in the South-East of England.
- Mainly involved with providing interpreting services to clients in the public health sector, with jobs allocated by the organisation.
- Also involved in translating medical confidential documents, proofreading, and editing.

Regional Area Manager – Pfizer - Alexandria, Egypt**Dec 2013 – Sept 2014**

- Managing a team of 12 Medical Representatives.
- Budget control.
- Smaller company acquisitions.
- Managing and working towards targets.
- Arranging awareness events for new medicines launched, and gathering key medical profession figures to attend.
- Arranging contracts and closing deals for medical orders.
- Ongoing PDP planning for team members.

Senior Professional Medical Representative - Pfizer - Alexandria, Egypt**Jan 2010 – Nov 2013**

- Prepare weekly and monthly call plans and submit for approval.
- Make professional presentations using selling skills to listed doctors on the approved indications of Pfizer products with a view to increase prescriptions.
- Submit reports regarding calls made to doctors and chemists to the District Field Manager.
- Follow the approved tour program, make planned calls accordingly and present the coverage in scheduled meetings.
- Arrange Product Group Meetings with doctors to discuss one or two products in detail.
- Update knowledge on competitive products. Collect and report information on promotional and marketing moves of the competition.
- Follow the plans to achieve objectives assigned for increased prescription flow from identified doctors and report findings periodically to the District Field Manager.

Marketing Designer – Leogami Ltd - Alexandria, Egypt**Jan 2009 – Nov 2009**

- Design online and print marketing materials: campaign materials, manuals, newsletters, brochures, leaflets, event branding, and presentations.
- Offering creativity in order to produce new ideas and freshen up current material, transferring basic designs into eye catching creative solutions.
- Interpret briefs and provide concepts to suit their purpose.
- Taking the lead on all commercial signage projects for our study centres.
- Be a mentor to the Junior Designer and provide support to the Lead Designer.

HOBBIES

- Special interest in Egyptian history

- Play Chess as part of an online club
- Scuba Diving enthusiast with PADI certification
- Languages; Arabic (Native), English (Fluent)

PROFESSIONAL/CHARACTER REFERENCES

- Available on request