

AHMED MSETFI

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PERSONAL PROFILE

A highly-professional, Chartered Linguist with a strong background over 10+ years working for various companies to provide effective translation and interpretation services. Well-versed working within challenging business environments and performing to an exceptional standard to complete consecutive and simultaneous interpretation / translation tasks with accuracy whilst meeting all deadlines.

PROFESSIONAL MEMBERSHIPS

- **Member of the Chartered Institute of Linguists**
- **Member of the Institute of Translation and Interpreting**

EDUCATION

- **Level 6 Legal Pathway** – Middlesex University (U.K.) **2019 – 2020**
- **Honoured Doctorate in Arabic Classics** **2006 – 2007**
- **Masters Degree in Arabic Languages** – Mohammed V University (Morocco) **1980 – 1985**
- **Baccalaureate** – Lycee Moulay Youssef (Morocco) **1976 – 1979**

EXPERTISE

- Strong translation / interpretation background gained through engagements within the commercial sector.
- Undertaking translation / interpretation between English, Modern Standard / Middle Eastern / Moroccan Arabic.
- Capability to undertake work face-to-face and via telephone / video conferencing.
- Skilled in producing accurate work under pressure with meticulous attention to detail.
- First-rate time management, scheduling and planning capabilities.
- Proficiency in the use of IT equipment and software packages including the Microsoft Office Suite.
- Highly-organised and focused on meeting task deadlines within identified time frames.
- Clear communicator with clients, team members and senior management to build professional relationships.

RELEVANT WORK EXPERIENCES

Interpreter / Translator – DA Languages / Language Shop / Luton Translation / Capita Cintra / MK Council **2018 – Present**

Interpreter / Translator – Red Cross (Volunteering) / Partners

KEY RESPONSIBILITIES & ACHIEVEMENTS

- Undertaking interpretation / translation for clients face-to-face, via e-mail, telephone and video conferencing.
- Converting concepts in the source language to equivalent concepts in the secondary language.
- Performing translation of complex / documents with a high level of accuracy, ensuring that the meaning and context of the source document is retained.
- Interpreting conversations for stakeholders and highlighting any points of ambiguity for clarification.

FURTHER CAREER SUMMARY

Various Restaurant Management Roles – (London, U.K.) **1986 – 2014**