



**NUR NABIHAH MOHD**

Excellent and trusted native Malay combined with proven proficiency in English, both language being honed daily in conversations and translations.

Currently working on translating the following pair:  
*English to Malay.*

25, Jalan Pekerti 25/133c, Taman Mutiara Kemuning, Seksyen 25, 40400 Shah Alam, Selangor.

*nurnabihah.mohd13@gmail.com*

**EMPLOYMENT HISTORY**

XL Catlin Labuan Ltd  
Kuala Lumpur, KL • 2013-2017

QBE Insurance Malaysia Bhd  
Petaling Jaya, Sel • 2012-2013

**TRANSLATION EXPERIENCE**

- ✚ 2010 - Translating and editing the final year Project (Journal, Report and survey assignments).
- ✚ 2012 – Present - Translating the business report, analysis on financial statements, product description & minutes meeting.

**AREAS OF EXPERTISE**

- ✚ Business Commerce
- ✚ Economics
- ✚ Marketing
- ✚ Human Resource
- ✚ Journalism
- ✚ Banking & Finance
- ✚ Tourism & Travel
- ✚ Sports/Fitness
- ✚ Certificates
- ✚ Computer (General)
- ✚ Pamphlets/Leaflets/Catalogues
- ✚ Advertising/Public Relations
- ✚ Insurance
- ✚ Cinema/Film/TV/Drama
- ✚ Media/Multimedia
- ✚ General/Conversation/Letters

**SERVICES AND RATES**

Currency	USD per source word
Translation, <i>Daily Capacity: 1500 words</i>	USD 0.06
Editing, <i>Daily output: 2,500 words</i>	USD 0.03
Proofread, <i>Daily output: 2,500 words</i>	USD 0.03
Hourly charge	USD 30.00
Min. charge (<200w)	USD 10.00

**TOOLS USED**

- ✚ SDL Trados Studio 2017
- ✚ MemSource
- ✚ MS Word
- ✚ GTT (Google Translator Toolkit)
- ✚ MS Excel
- ✚ MS Powerpoint

**EDUCATION**

Bachelor of Business Administration (hons.)  
UNIVERSITI TEKNOLOGI MARA (UITM) | Shah Alam, Selangor