

# O S A M A H A Y E K

*Translator, Subtitler  
Aurora Team supervisor*

## BIO

Audiovisual Translator, Consecutive Interpreter, +7 years of experience in Translation, Subtitling and Media Localization.

Member of Arab Professional Translators' society, membership no 30833.



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## EDUCATION

Bachelor degree, Electronics and Telecommunication Engineering (Not finished)

Translation degree, Open-Learning Translation department

Consecutive Interpreting/ Dr. Majd Ibrahim Course, Presidential Interpreter

## SKILLS

TRADOS

MICROSOFT OFFICE  
**SUBTITLE EDIT  
POLISCRIP**

**CREATIVE WRITING IN ENGLISH/  
ARABIC**

**ETHICS AND COMPLIANCE SKILLS:**  
MANAGING A TEAM OF TRANSLATORS,  
FOLLOWING STRICT GUIDELINES, AND  
TECHNICAL REQUIREMENT FOR EACH  
CLIENT. STRICT FEEDBACK FOR TRAINEES.

## EXPERTISE

- SUBTITLE AND TRANSLATE PAIRS: ENGLISH <> ARABIC
- TRANSLATING AND PREPARING DUBBING SCRIPTS FOR VOICE ACTORS
- QUALITY CONTROL
- TRAINING NEW TRANSLATORS
- MANAGING TEAMS OF TRANSLATORS
- WEBSITE LOCALIZATION TO SUIT TARGETED AUDIENCE.

## EXPERIENCE

### SCREENS INTERNATIONAL 2020 - NOW

- Translate, subtitle movies and TV shows.
- Dealing with different programs and channels.
- Delivering Subtitled episodes on time, and perform QC for my team.
- Expertise using Poliscrpt Software.



### HAYMILLIAN LTD - DUBBING, SUBTITLING CLOSED CAPTIONING (UK): 2020 - 2022

- Translate Entertainment Shows (TV shows, Movies, Documentaries)
- Proofread other translators' work.
- Cueing English Captions files.



## PIXELOGIC MEDIA SUBTITLER, 2021- 2023:

- Provide subtitles for Movies, TV shows, documentaries.
- Audiovisual Training workshops



## TRANSLATOR AT DELUXE-SFERA (USA) 2021 - NOW

- Make subtitles for Movies, TV shows, documentaries.
- Proofread TV episodes according to different guidelines.



## TRANSLATOR AT TARJAMA(UAE-JORDAN) 2020 - NOW

- Translating documents, contracts, brochures, Moocs.
- Translating magazines' articles with or without CAT tools.
- Preparing Transcription files for Expo Dubai's lectures, meetings and seminars.
- Subtitling videos from English to Arabic and vice-versa.



## TRANSLATOR, TEAM SUPERVISOR AT WETRANSLATE GROUP (SYRIA)2015-2022

- Subtitling from English to Arabic and Vice versa
- Translating Hundreds of Documentaries, movies, TV shows.
- Training new translator and Assessing them.
- Following up with team members to ensure abiding by unified standards.
- Technical Training for variety of software.
- Translating Psychology researches, Technical and scientific papers.
- Translating and Preparing dubbing scripts for voice actors.

## FREELANCE SUBTITLER, TRANSLATOR FOR VARIOUS COMPANIES AROUND THE WORLD: 2017-2021

- Subtitle from English to Arabic and vice versa.
- Preparing Captions and transcription files.
- Proofreading and editing services.

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AM INTERPRETIV  
EL TURCO  
TRANSPERFECT  
STUDIO DSE  
SUBLIME

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## SOFT SKILLS

- Diplomat, approachable, people's person.
- Team communication coordinator.
- Reporting and testing skills.
- Preparing presentations and training materials.
- Ability to lead a discussion between tense parties.
- Empathy, viewing the world from people's perspective.
- Gift and passion for creative writing.
- Quick learner, can easily adapt in every condition.

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THANK YOU FOR YOUR TIME