

# W A Q A S I Q B A L

T R A N S L A T O R , P R O O F R E A D E R & S U B T I T L E R

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📍 Q# D-62, College Colony, Saidu Sharif, Swat, KP, Pakistan

## 1. SUMMARY

Dedicated translator, meticulous proofreader, and skilled subtitler seeking a challenging full-time position within the translation, proofreading, and subtitling domain. Fluent in English, Pashto, and Urdu, I bring valuable experience collaborating with multinational clients. Committed to delivering excellence and contributing my expertise for the ongoing advancement of language services."

## 2. LANGUAGES

**PASHTO** ██████████  
**ENGLISH** ██████████  
**URDU** ██████████

## 6. QUALIFICATIONS

- IELTS Certificate
- Certificate of Attainment in Pashto
- Certificate of Attainment in Urdu
- APTIST TEST (British Council)
- English Language Proficiency Test

## 3. EDUCATION

**BS Economics (Hons)**  
University of Swat  
2010 - 2014

## 4. COMPUTER SKILLS

- MS Word
- MS Excel
- InPage
- Adobe Acrobat
- MateCat
- MemoQ
- SDL Trados
- Deja Vu
- Premier Pro

## 5. REFERENCES

**MAHBOOB ELAHI**  
Translator & Proofreader  
sunnymahboob@hotmail.com

## 7. TRANSLATION EXPERIENCE

- Translated speeches in English into Pashto and vice versa
- Checked documents to ensure translations are accurate
- Adapted translations to grade levels as instructed
- Proofread and edited written materials
- Used electronic listening equipment when prompted
- Provided Pashto translations for the company website
- Translated children's books into Pashto & Urdu
- Provided translation of text documents

### TEACHING ASSISTANT

THE CITY SCHOOL PRIVATE LIMITED

- Assisted in proofreading translated materials
- Ensured that lessons are interpreted correctly
- Checked correct concepts/meanings between languages
- Provided strict renditions of internal documents
- Assisted in translating the school's in-house textbooks