

CURRICULUM VITAE



MAHOUNA Koffi Mawulolo

Translator & Conference Interpreter (French A, English B)
Part-time Lecturer of Translation

PERSONAL INFORMATION

Date and place of birth: 29/03/1991, in Lomé (Togo)

Nationality: Togolese

Address: Agoè-Sogbossito (Lomé-Togo)

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SUMMARY

I am a professional Translator/Editor/Proofreader/Conference Interpreter with more than six (6) years of experience. With a Master Degree in Translation Studies, my excellent drafting skills, coupled with my sound and proven editing and proofreading skills, I provide high-quality language services from English into French. My qualities include professionalism, adaptability, confidentiality, discretion, analytical thinking, problem-solving, attention to details, strict adherence to ethics, ability to stay well focused while working under pressure, and, above all, respect of deadlines.

PROFESSIONAL EXPERIENCE

EXPERIENCE WITH INTERNATIONAL ORGANIZATIONS

UNITED NATIONS

- UNITAR (June 2020): FemWise Introductory Online Course (Position: Translator/Editor).
- UNOCHA (May 2020): Crisis Preparedness Guide for Staff and Families (Position: Translator/Editor).
- PNUD (March 2020): Project for Social Stabilisation and Prevention of Radicalisation and Violent Extremism in CAR (Position: Translator).
- UNODA (November 2019): African Union/United Nations Joint Support for September 2020 Africa Amnesty Month (SeptAAM2020) (Position: Translator/Editor).
- UNREC (August 2019): (1) International Ammunition Technical Guideline (IATG) [Modules 07.10; 09.10; 12.10] (Position: Translator/Editor); (2) International Ammunition Technical Guideline (IATG) [Modules 01.60; 01.80; 03.40; 03.40] (Position: Editor).

AFRICAN UNION

- December 2019: Draft Report of The Peace and Security Council on Its Activities and The State of Peace and Security in Africa. (Position: Translator).
- September 2019: Press Statement PSC Meeting Open Session on women 17 October 2019 OSE (Position: Translator).

OTHER EXPERIENCE

- May to August 2020: Part-time Lecturer of Specialized Translation at the University of Kara
- February 2020 to date: Part-time Business English Teacher at Gathe Works Consulting
- January 17 to 18, 2020: French Interpreter during the Summit of Lomé on Drug Trafficking and Counterfeit Medicines (Lomé Initiative).

Achievements: Translation of documents from English into French; transcription of videos to be presented; interpretation from English into French.

- 2015–2017: Translator/Editor/Interpreter and Operations Manager at Maritime Security Services West Africa (MSS WEST AFRICA).

Achievements: Translation and editing of documents in various fields; interpreting from English into French (vice-versa). Chief maritime security operator and operations manager; management of the operation room; training and supervision of a team of 10 operators.

EDUCATION

2017-2019: Joint Master of Arts in Translation Studies from the Advanced School of Translators and Interpreters (ASTI) of the University of Buea and the Pan African University (Cameroon).

2010-2014: Bachelor of Arts in the English Language (literature/linguistics), University of Lomé (Togo).

2007-2010: Baccalaureate Degree (Literature and Philosophy) from Sogbossito High School (Togo).

TRAINING AND PRACTICUM

- May 25 to date: Attending the YALI (Young African Leaders Initiative) Programme with a focus on Public Policy and Management (14th Cohort).
- November 15, 2018: Achievement of the course in Advanced Security in the Field, given online by UNDSS. Confirmation number: 2416062.
- September-October 2018: Professional internship in translation at Translation and Interpretation Best Solutions (TIBESTSOLUTIONS)/Buea, Cameroon.
- June-September 2013: Training in ICTs at “ORECTECH”/Lomé, Togo.

WORKING LANGUAGES

French (Speaking, reading, writing, comprehension: Excellent)

English (Speaking, reading, writing, comprehension: Excellent)

Ewe: (Speaking, reading, writing, comprehension: Excellent)

SOFTWARE EXPERTISE

Excellent command of:

- The Microsoft Office (Word, Excel, PowerPoint, Publisher)
- Various operating systems (Windows, Linux, Android, iOS.)
- Various computer-assisted translation (CAT) tools (MultiTrans, SDL Trados, Wordfast, MemoQ, SmartCart, etc.)
- Various mailing tools (Gmail, Yahoo, Outlook, etc.)
- Various terminology databases the UN Editorial Manual

SERVICES

Translation, interpretation (simultaneous and consecutive), editing, post-editing, proofreading, transcription, subtitling, localization.

FIELDS OF EXPERTISE

General fields: Politics; International relations; Literary translation

Technical fields: Legal; Finance; Military; Medical; ICTs; Marketing; Building and Constructions; Football; etc.

CAPACITY

Ability to translate and edit a volume varying between 3,000 and 5,000 words per day.

RATES

Translation: 0.1 USD per source word

Editing: 0.05 USD per source word

Proofreading: 0.05 USD per source word

HOBBIES

Reading (for research, news and current affairs), music, sports

REFERENCES

Mr. Elolo Kofi Kumodzi: Conference Interpreter and Translator; member of AIIC.

Tel: +228 90 040 493

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M. Gilles Éric Foadey : Translator and Conference Interpreter at the African Union Commission.

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Aimé ADI, PhD: Human Rights Specialist; Country Director of Amnesty International Togo.

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Laurent AZAMBOU, PhD: Lecturer and Consultant in Translation and Conference Interpreting at the Advanced School of Translators and Interpreters (ASTI) of the University of Buea.

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I, the undersigned, confirm the accuracy of all the information provided in this CV.



MAHOUNA Koffi Mawulolo