



Hatim Ali

CONTACT

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ABOUT HATIM

Dedicated English-Urdu translator with years of experience working in professional and scientific communities. Exceptionally accurate translation skills, including simultaneous translation between all parties during teleconferences and in-person meetings. Diverse translation work including proprietary scientific materials and large-scale executive organization documents. Consistently relied upon for verification and correction of translated materials. Experience teaching other translators through one-on-one mentoring and professional development courses. I am passionate about facilitating productive cross-cultural relationships and have created extensive informational material and coursework to help colleagues understand and develop cultural sensitivity.

WORK EXPERIENCE

IQRA Trans.INC

13-02-2009 — 30-09-2009

Intern EN-UR Translator

Responsibilities:

- Participated in intensive professional training program translating written and verbal communications.
- Completed final project translating proprietary scientific study materials, including procedures, observations, methodologies, and results.
- Briefed translated materials to foreign counterparts via video conference.
- Earned perfect score on final project.

IQRA Trans.INC

01-10-2009 — 08-11-2011

Translator

- Translated communications between Urdu-speaking and English-speaking parties as required.
- Traveled with company executives on foreign trips to serve as translator and executive assistant.
- Completed backlog of written translations and entered information into digital database.
- Authored informational booklet of common phrases and cultural mannerisms to help colleagues during international communications.
- Received Outstanding Employee recognition.

Surgicon Exports

17-02-2012 — Present

Technical Translator

- Translated Manuals & troubleshooting guides for use by IT personnel.
- Sought technical advice for translations dealing with uncommon words.
- Maintained security protocols for proprietary software & programs in development.
- Participated in real-time translations between technical groups in Germany and UK.

NUML University, ISB

07-03-2014 — Present

Educational Interpreter

- Translated Excerpts from textbooks for English as second language classes.
- Assisted teachers in making lesson plans with cultural difference in mind.
- held seminars to teach simple phrases to English-only speaking students, Teachers, and administrative staff to help them interact with new students.
- Updated older translations of material for accuracy & clarity.

QUALIFICATIONS

TEFL - AIOU (ISB)

EDUCATION

M.A English literature

— 2009

University of Punjab

With emphasis in linguistics.

M.A Urdu Adab

— 2011

University of Punjab

- Linguistics.
- Advanced Modern Journalism.

INTERESTS

A collector of European antiques that are found while traveling or at local shops.

Enjoy vacation spots with shopping and a beach. a frequent commenter to different travel sites and blogs offering hands-on experience to travelers new to international trips. Enjoy local outdoor concerts during summer.

REFERENCES

References available upon request.