Sam Sati

Senior Conference Interpretation & Project Management

⚲ CANARY WHARF, E14 7GG, UNITED KINGDOM

👤 Profile

Experienced Linguist with extensive experience in conference interpretation with the United Nations, BBC, Vice UK, Al Jazeera and other international organisations. Designed & Implemented Quality Management Strategies with a demonstrated history of working in the financial sector. Skilled in Project Management, International Relations, Market Research & Translation. Member of The Chartered Institute of Linguists holding an MA with Distinction, Warwick University.

💼 Employment History

Project Manager (Specialist) at Thomson Reuters, London
July 2017 – Present

Linguistic Expert & Simultaneous Interpreter at BBC Newsnight, London
June 2012 – Present

- Defining a central theme for newsnight programme
- Devising a project plan & implementing a task-based approach
- Conducting in-depth regional research
- Writing a linguistically-complex script
- 2-way simultaneous interpretation
- Translating & transcribing context-specific scripts from Arabic to English
- Editing and proofreading final script
- Pinpointing theme-related sections and integrating them within the main script
- Embedding related themes, videos and scripts within the programme
- Supporting the Editing Suite & production-related activities
- Voice-over and final sign-off

Quality Assurance Specialist at Chartered Institute for Securities & Investment, London
April 2014 – June 2017

- Video conference interpretation between internal and external stakeholders
- Simultaneous phone conference interpretation
- Whispered translation in the UAE, Saudi, and Spain with international delegations
- Founding a robust bespoke Arabic profile in finance, ethics and regulation custom-tailored to the highest quality criteria
- Project management of Arabic and international language translation agencies
- Editing, reviewing and providing 2-way feedback of translation agencies
- Localisation & refuting verbatim translations and replacing them with user-friendly readability
- Composing Glossaries & *Bilingual Tables* and integrating them in vendors' long-term *Translation Memories*
- IT user-acceptance testing for e-learning projects while managing internal & external stakeholders for projects such as Prometric and CSIT2
- Creating precise work procedures and establishing quality benchmarks for the

📊 Skills

Resolving Complex Business Issues

Linguistics

Project Management

Editorial

Research

Team Leadership

Simultaneous Interpretation

Whispered and Written Translations

🌐 Languages

Arabic

English

French

Spanish

♥ Hobbies

Basketball, Chess, Finance, Music and Linguistics connoisseur, Salsa dancing.

entire Middle East region

· Devising benchmarks involving exhaustive guidelines and glossaries in Arabic and Spanish for internal and external content collaborators

· Overhauling and translating Arabic & Spanish learning materials including printed workbooks, e-learning platforms, and exam questions

· Implementing in-depth technical financial knowledge to the Arabic and Spanish learning materials

· Achieving 97% and 98% levels of Spanish exam success in 2014 & 2015 respectively.

· Increasing engagement with third parties including regulators, governmental organisations, and candidates

· Designing systematic translation and QA approaches to ensure consistency of all learning materials

· Establishing and applying a meticulous methodology to learning materials involving: (Localisation- Cultural Appropriacy-Diacritics- Authenticity- Gender Equality-Non-Condescending Tone- Conversational Style)

· Liaising proactively with 3rd parties and educational organisations ensuring the highest calibre of materials

· Fulfilling internal and OFQUAL criteria of integrity, transparency and quality of materials.

· Improving all written communication and learning material by 90% including workbooks, e-learning materials, and marketing literature

· Reducing complaints to 0% and achieving a low record of non-substantiated feedback comments to 1%

· Collaborating with Marketing to ensure effective and efficient advertising campaigns are executed

· Innovating a feedback process connecting my theoretical MA research with practical application

· Recruiting linguists and translation agencies giving them piecemeal feedback

· Outlining and effecting a Quality Management Strategy

· Contributing to media work done using InDesign desktop publishing programme

· Bolstering multiple channels of communication and enhanced collaborations between Qualifications Publications, Marketing and Senior Management

Technical Business Systems Advisor at Vodafone, London
December 2012 – April 2014

· Overachieving KPI targets up to 154% per month and 120% for each yearly quarter

· Establishing a robust network of business connections and maturing all business leads

· Coaching staff and customers on the state-of-the art technologies in the mobile, laptop and tablet world

· Providing face-to-face, telephonic, and online technical support to customers in a courteous
yet professional and prompt manner prior, while, and after signing business contracts

· Spotting and seizing sales opportunities in a proficient manner by conducting comprehensive analysis of
customers' needs and responding accordingly

· Backing-up, flashing, laying the foundation, upgrading, and restoring handset system software to restore
handsets to a pristine status

· Aiding in asset management and keeping record of despatched and received inventory

MENA Researcher at Ledbury Research, London
November 2012 – December 2012

· Wording interview questionnaires in an unbiased manner to achieve Barclays' research objectives

· Ensuring information confidentiality and anonymity of correspondents to protect stakeholders' welfare

· Diversifying interviews questionnaires between yes/no, open-ended and semi-structured ones so that
researcher objectivity is allowed enough space without asserting any previously-made assumptions

· Deliberating the optimum choice of phrases, idioms, and vocabularies during Ledbury's Conferences with
international shareholders in Asia, US, Europe and the Middle East

· Editing, proofreading, and previewing online interview questions and ensuring these are displayed in an
aesthetic and in a user-friendly manner

· Arranging appointments with targeted research groups in Asia, Africa and in the Middle East

· Optimising language choice, be it formal Classic Arabic, Colloquial Arabic or English and utilise it according
to correspondences' preferences

· Conducting semi-structured qualitative interviews with research correspondents while typing and
inputting their answers instantaneously on the computer

· Compiling end-of-day reports involving initial results, successful interviews, and action future plans

Simultaneous Interpreter at Duncan & Lewis- The United Nations, London
October 2012 – January 2018

Main venues; Harmondsworth and Colnbrook Immigration Removal Centres (IRC), (IRC)

· Providing face-to-face three-way consecutive (voiced) and simultaneous interpretation (whispered) between the plaintiff, defendant, prosecution and defence teams

· Giving instantaneous sight translation and dictating my clients' statutory rights and official legal documents

· Participating in-camera sessions to prepare for court hearings

· Maintaining the integrity of original English and Arabic vocabularies, collocations, and idioms within their corresponding contexts

· Establishing accurate one-to-one of cultural-specific equivalents in both source and target languages

· Interrupting the Home Office solicitors and their interpreters subtly should a lack of accuracy led to a misinterpretation on their part

Team Leader at London Olympics & Paralympics (LOCOG), London
July 2012 – September 2012

· Provision of high-quality training to volunteers that would enable them to construct a comprehensive understanding of the T1, T2, T3 services and handle clients' enquiries and bookings efficiently and autonomously

· Day-to-day briefing, management of the T3 Call Centre operations and resolving escalated customer challenges

· Coordination with the Call Centre Managers and volunteers on the vertical level,

and liaison horizontally with other Team Leaders, internal and external departments

· Updating the disaster recover files with compulsory daily info and ensuring that contingency plans are ready to be implemented in due course

· Assisting with the development of all necessary supporting documentation, including operations manuals for the call centre at games time

· Coordinating, developing professional and cordial relations with other departments like Logistics, Accommodation and, Sports Presentation, Brand Promotion at Games-time

· Cultivating a culture of background multiplicity and instilling a legacy of olympian inspiration and diversity

Assistant Researcher at The University of Warwick, London
June 2012 – July 2012

· Conducting comprehensive Social Science databases search and cross-referencing research groups of similar research interests

· Compiling contact lists of Academic Researchers, PhD students, and Emeritus Professors

· Designing and sending individualised invitations to more than 300 potential invitees and offering prompt customer response services

· Coordinating teamwork with highly-distinguished professors and proactively contributing to meetings

· Supervising conference logistics and technological devices

· Planning future synergies across different departments across the Faculty of Social Sciences

· Contributing to the design of a website for Professional and Academic Discourse research-group PAD

🎓 Education

MA in Linguistics, University of Warwick, Warwickshire
September 2010 – December 2011

Diploma in Advanced Business Spanish, Regent University, London
January 2015 – June 2016

Diploma in Spanish as a Foreign Language (DELE C1), The Spanish Ministry of Education
February 2015 – July 2016

PRojects In Controlled Environments (PRINCE2), Office of Government Commerce OGC
June 2014 – January 2015

Diploma in Public Service Interpretation (DPSI), The Chartered Institute of Linguists
January 2013 – June 2013

Master's in MS. Office, Microsoft Corporation
December 2011 – April 2012

BA in Interpretation and Translation (Minor in Political and Scientific texts), The University of Damascus

January 2004 – December 2009

Courses

Financial Markets, Yale University

March 2016

Corporate Finance, University of Pennsylvania

February 2016

Microeconomics, University of Pennsylvania

July 2016

Investment Analysis, Université de Gèneve

March 2016

Corrección, estilo y variaciones de la lengua española, Universitat Autònoma de Barcelona

October 2016

Fundamentos de Finanzas Empresariales, Universidad de los Andes

March 2016

References

References available upon request