

Curriculum Vitae
Mohamed Hassan Abdel Aziz
Senior English<->Arabic Translator, and
Reviewer

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Highly Dedicated to Deliver High Quality Translation Services

Personal Data

Date Of Birth : 17/08/1985
Address : Al Muhaisna 4, Dubai, UAE
Nationality : Egyptian
Social Status : Single
Military service : Exempted
Place of Birth : Cairo

Educational qualifications

- *Bachelor's degree in English from Faculty of Arts and Education, 2008, Al-Azhar University*

Work Experience

- *Working as a full-time freelancer*
- *Working as a senior translator and reviewer in All Talent Group since June 2015 to September 2017;*
- *Working as a senior translator in EgyMark for 6 months;*
- *Working as a translator, copy editor and proofreader for Sidra Company for 6 years;*
- *Working as a freelance translator for 9 years;*

Technical Experience

I am an Arabic native speaker with more than nine years of hands-on experience as a

professional English <> Arabic translator.

I am a quality-oriented, highly dedicated, results-driven, and self-motivated Translator.

In the legal field, I did translate many English and Arabic legal texts, and different laws, including but not limited to:

Law No. 62 of 1975 concerning Illicit Gains;

Implementing Regulation of Saudi Labor Law;

Parts of Al-Sanhoury Books;

Lawsuits;

Court memorandums;

Appeals;

Statements of claim;

Statements of Defense;

Rejoinders;

Powers of attorney;

Memorandums of Association;

Articles of Association;

Insurance Policies;

Arbitrations;

Customs Agreements;

Sukuk Agreements,

Shareholders' Agreement;

Hedging Agreements;

Tenders;

RFPs;

Letters of Intent;

(Birth, Marriage, and Death) Certificates; and

Various legal documents.

In the financial field, I translated various financial texts, including:

Balance sheets;

Financial statements of all types;

Auditors' Reports;
Letters of Credit;
Mergers and Acquisitions (M&A);
IPOs;
Banking Documentation;
Funds;
Letters of Guarantee;
Purchase Orders; and
Various financial documents.

In the medical field, *I translated for high profile medical institutions, such as the Saudi German Hospital (SGH), and Sidra Medical and Research Center.*

Furthermore, I have an experience in technical, and marketing translation.

I translated for high profile clients, such as Harris Corporation, Maersk, Starwood Hotels & Resorts, Toastmasters, Equatex, ACE, Hercules Inc., Avon, Gemalto, Speedo, Family for Every Child, Saudi Aramco, BCG, NCB, Saudi Arabian Monetary Agency (SAMA), Saudi German Hospitals (SGH), Alkhabeer Capital, Al Ahly Club, Libyan Investment Authority (LIA), and different ministries in GCC countries.

More technically, I am responsible for the following:

- *Converting written material from the source language into the target language, ensuring that the translated version conveys the meaning of the original as clearly as possible;*
- *Providing a grammatically correct, well-expressed final version of the translated text;*
- *Using specialist dictionaries, thesauruses and reference books to find the closest equivalents for terminology and words used;*
- *Researching legal, technical and scientific phraseology to find the correct translation;*
- *Using the internet and email as research tools throughout the translation process; and*
- *Proofreading and editing final translated versions.*

CAT Tools

- *Highly skilled in computer-assisted translation tools, such as SDL Trados.*

Language

- *Arabic: Mother tongue*
- *English: fluent (written and spoken)*

Computer Skills

- *Miscellaneous operating systems;*
- *MS office (word, excel, and power point);*
- *Internet;*
- *Touch typing in Arabic and English; and*
- *Very good research skills.*

Personal Skills

- *Analytical & Critical thinking skills;*
- *Good communication skills, ability to work as part of a team and under tremendous pressure;*
- *Good organization, time management skills and ability to meet deadline;*
- *Flexible, resilient, synergetic and able to work with efficiency under any stressful condition and adapt with any working environment; and*
- *Problem solving skills.*

Interests

- *Basketball playing*
- *Horse Riding*
- *Reading in neuro-linguistic programming and human development*

REFERENCES

Available upon request