

# MOSTAFA ELGHYATI

Tanta, Egypt



## CONTACT DETAILS

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## SKILLS

- ☞ Project management - Expert
- ☞ Microsoft word - Expert
- ☞ Microsoft Excel - Advanced level
- ☞ Microsoft PowerPoint - Advanced level
- ☞ SDL Trados - Advanced level
- ☞ Teamwork - Expert
- ☞ Time Management - Expert
- ☞ Work under Pressure - Intermediate

## LANGUAGES

- ✓ **Arabic** - Native
- ✓ **English** - Fluent
- ✓ **Germany** - Intermediate

## INTERESTS

- 📖 Searching
- 📖 Reading

## OBJECTIVE

- Providing translation tasks in the
- Fastest deadline and the highest quality in a professional & perfect format .
- Quality is my priority; speed and
- Punctuality are the most important features of my work .
- Honesty is my invaluable treasure
- and the basic rule of business, along with mutual respect and unquestionable
- Trust .

## EDUCATION

BACHOLAR & PHARMA D DEGREE, graduated in 2017.

**Faculty of clinical Pharmacy - Tanta University**

I graduated from the College of Pharmacy in the field of clinical pharmacy with a grade of very good, followed by many educational courses in language and translation skills, whether by attending the free courses or by training under the supervision of an experienced translator, and my skills and experience have grown over the course of more than 4 years now.

## WORK EXPERIENCE

### ❖ LEGAL, FINANCE & MEDICAL

Jan 2020 - Jul 2021

#### **Translation / Dual for Information Tech**

I have worked in medical, technical, financial & engineering, legal translations. I also translate scientific books and child literature books in simplified manner.

### ❖ MARKETING

Jun 2020 - Nov 2020

#### **Amazon / Free-lancer**

I worked in the field of professional marketing translation to create an attractive product label, short and detailed description, method of use and components for more than 5,000 products ranging from personal care, medical, toys, and home appliances.

### ❖ LEGAL & MEDICAL

Jan 2019 - In progress

#### **Full-time from home**

I have worked in medical, technical, financial & engineering, legal translations. I also translate scientific books and child literature books in simplified manner.

### ❖ MEDICAL & FINANCE

Feb 2021 - May 2021

#### **Full-time from home**

It was a large project in the Excel file for translating and pricing the medical services provided by the hospital, where the number of services exceeded 8000 medical services, followed by a descriptive translation of each service separately, then the translation of pricing methods and detailed wages for almost all departments of the hospital.

### ❖ TECHNICAL

Jun 2018 - In progress

#### **Full-time from home**

Technical translation of household electrical appliances professionally parts and operation manual accurately.

### ❖ SCIENTIFIC

Jan 2018 - In progress

#### **Full- time from home**

Scientific translation of research papers and scientific books in most scientific fields such as chemical, physical, medical, veterinary, agricultural, renewable energy and others.

**NB:** *What is mentioned under work experience is a very small part of what I participated in translating or I took on translating from start to finish. My work can be supported by previous tasks/samples, or an unpaid test that does not exceed 500 words.*