

CURRICULUM VITAE

FRENCH – ENGLISH FREELANCE TRANSLATOR MEDICAL DOCTOR

<http://www.proz.com/profile/3066887>



Summary

I am a motivated Translator with a strong determination to manage all levels of large scale projects, dealing with French – English translations and vice versa.

I am highly ambitious, with a background in Medicine, Science, Education, Business and General translations. I also offer services in proofreading, editing, subtitling and French to English interpretation.

I am a native speaker of both the English and French languages, having grown up and studied in both.

Skills

Translation, Interpretation, Translation Review, Proofreading, Subtitling, Editing, Musician, Human Resource, Self – Motivated, Strong Verbal Communication, Team Leadership, Respect of time.

MUTIA KEHWALLA AZA

Tel: (237) 674738435,

Email: kehwallam@gmail.com

1- ACADEMIC PROFILE

| DATE | DEGREE | FIELD | INSTITUTION |
|----------|--------------------|-----------------------|----------------------------------------------------------------------|
| On-going | Master of Science | Molecular Biosciences | Faculty of Medicine and Biomedical Sciences, University of Yaounde I |
| 2017 | Doctor of Medicine | General Medicine | Faculty of Medicine and Biomedical Sciences, University of Yaounde I |
| 2010 | GCE Advanced Level | Sciences | Our Lady of Lourdes College, Mankon Bamenda |

2- PROFESSIONAL PROFILE

May 2020 - Present: Gilead Medical Centre

Position: Medical Doctor (General Practitioner)

Activities carried out:

- ✚ Organize and conduct rounds every morning in the pediatric, male and female wards.
- ✚ Assists in several deliveries.
- ✚ Conducts consultations every day during which cases in internal medicine, pediatrics, obstetrics/gynecology and general surgery are received and managed accordingly.

December 2017 – July 2019: Pyramax Phase IIIb/IV Clinical Trial by Medicines for Malaria Ventures/Shin Poong Pharmaceuticals in collaboration with The Central African Network on Tuberculosis, HIV/AIDS and Malaria

Position: Senior Clinical Investigator

Activities carried out:

- ✚ Consented and recruited interested patients into the study after fully explaining the consent process to them in either English or French, based on their preferred language.
- ✚ Conducted a thorough clinical examination on the patients, while filling the master source document, in order to make sure they were eligible.
- ✚ Administered the investigational product to eligible patients according to the protocol and instructed them on how to take the doses at home.
- ✚ Managed all pathologies the patient presented with from moment of consent till end of study.
- ✚ Supervised and corrected, where necessary, the work done by the community health workers in the follow-up of all subjects. Followed up on the occurrence of adverse events and recorded as demanded. Recorded all follow-up information from the community health workers into the master source document.
- ✚ Reported all serious adverse events to the different agencies concerned within deadlines.
- ✚ Wrote reports for requested cases and submitted to sponsors, monitors and supervisors.

- ✚ Recorded all patient data into the i-Medidata software and responded to queries which came up.
- ✚ Worked closely with the Clinical Research Associate during monitoring visits to do necessary corrections and carry out requested actions.

October 2017 - December 2017: Quality Healthcare Unit, SHEMKA Foundation

Position: Medical Doctor (General Practitioner)

Activities carried out:

- ✚ Organized and conducted rounds every morning in the pediatric, male and female wards.
- ✚ Assisted in several deliveries.
- ✚ Conducted consultations every day during which cases in internal medicine, pediatrics, obstetrics/gynecology and general surgery were received and managed accordingly.

March 2016 - June 2016: Study Internship Bamenda Regional Hospital

Position: General Practitioner (Intern)

Activities carried out:

- ✚ Attended weekly coordination meetings with the hospital director, nurses, doctors and all other staff. Presented reports of different calls during which I was the doctor on duty.
- ✚ Was on duty during several night calls during which I managed emergency cases in surgery, obstetrics/gynecology, pediatrics and internal medicine.
- ✚ Actively participated in rounds during rotations in the services of the aforementioned specialties.
- ✚ Assisted in major and minor surgeries.
- ✚ Assisted in several deliveries.
- ✚ Conducted consultations every day for about three months, receiving cases in internal medicine, pediatrics and general surgery.

February 2014: Community Health Internship, Dibang Health District

Position: Medical Intern

Activities carried out:

- ✚ Consultation and management of cases in village.
- ✚ Participation in vaccination campaign.
- ✚ Health talks on HIV and sexual education in Secondary schools.

Position: External Relations Director

Activities carried out:

- ✚ Planning and organization of health campaigns in Kumbo and Fontem.
- ✚ Survey of health community and served as intermediary between community and organization.
- ✚ Media publicity of health campaigns.
- ✚ Active participation in health talks, consultations and drug prescription during health campaigns.

3 – LEADERSHIP EXPERIENCE

- Present Deputy Class Head for Molecular Bioscience master students.
- Present Music Director at Bethel Church.
- Class Delegate for General Medicine Students at the Faculty of Medicine and Biomedical Sciences, University of Yaounde I (2010-2014)
- Treasurer at Cameroon English Medical Students' Association.(2010-2011)

3 – BENEVOLENCE & VOLUNTARY EXPERIENCE

- Music Director at Bethel World Outreach Ministries International.
- Interpreter (French to English) at Bethel World Outreach Ministries.
- Organizer at Training Workshop for Masters Students at The Biotechnology Center, University of Yaounde I.
- Medical Adviser at Charis Organisation (NGO)

3 – AWARDS AND GRANTS

- Awarded travel and accommodation grant in 2018 to attend Multilateral Initiative on Malaria Summit in Dakar, Senegal.
- Poster presentation at the said conference.

3 - OTHER TRAININGS

- ICH Training in Good Clinical Practice
- Clinical Research Training Course by NIH Office of Clinical Research Training

4 - MISCELLANEOUS

- *Linguistic Knowledge*

On an increasing scale of 1-5 (1= elementary, 5=excellent)

| Language | Written | Spoken | Read |
|----------------|---------|--------|------|
| English | 5 | 5 | 5 |
| French | 5 | 5 | 5 |
| Pidgin English | 3 | 3 | 3 |

- **Accessory Knowledge**

- ✦ Good mastery of Ms. Office software; Word, Excel, Powerpoint.
- ✦ Good mastery of Bioedit and Mega softwares
- ✦ Excellent mastery of i-medidata software for data entry ✦ Excellent use of the Internet Network.
- ✦ Undergoing training on Python and R programming languages.

- **Aptitudes**

- ✦ Excellent team leadership skills ✦ Capability of working under pressure ✦ Accuracy and Time Management. ✦ Good organizational skills
- ✦ Quick learner, flexible and honest
- ✦ Teamwork and individual excellence

5 – WRITTEN THESIS

- ✦ M.K Aza : Persistence of *Plasmodium falciparum* DNA in saliva samples stored for 1 year at Room Temperature

6 - HOBBIES

- ✦ Writing, Reading, Traveling, Music

7 - REFERENCES

| Names | Institution | Position | Address |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| Professor Rose GANA FOMBAN LEKE | Biotechnology Center, University of Yaounde I Chair of Multilateral Initiative in Malaria WHO consultant | Professor Emeritus Senior Researcher | Tel: +237 699 95 73 29 Email: roseleke@yahoo.com |
| Professor Jude Daiga BIGOGA | The Biotechnology Center, University of Yaounde I Central African Network on Tuberculosis, HIV/AIDS and Malaria (CANTAM) | Head of Malaria Vector Laboratory Country Coordinator at CANTAM | <u>Tel</u> :+237 677 82 47 30 <u>Email</u> : jbigoga@gmail.com |
| Stephanie NONO | FHI 360 Abidjan, Cote d'Ivoire | Clinical Research Associate | Tel: +225 86 75 97 99 Email: snono@fhiclinical.com |
| Juliet TABO NJIWAJI | Bethel World Outreach Ministries International | Pastor | <u>Tel</u> : +237 676003894 <u>Email</u> : juliet.tabo@yahoo.com |