

# AHMED FAKRANI

## Translator

## Part-time teacher

The last year of bachelor's degree. English studies – literature, translation section.

## PERSONAL SUMMARY

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries. I aspire to work as a translator for a successful and ambitious company that offers great opportunities.

## WORK EXPERIENCE

### TRANSLATOR & TEACHER

I work with people in providing the translation and interpretation service to clients where needed. Involved converting documents and articles from one language into another and ensuring that the finished converted articles relay the intended message as clearly as possible. Furthermore, working as a part time teacher gives you the ability to memorize and master more the grammatical aspects of the language.


#### • DUTIES


- Researching legal & technical phraseology to ensure the correct translation is used.
- Liaising with clients to discuss any unclear points.
- Providing guidance & feedback & creating customer-specific style guides.
- Reviewing and proofreading mother-tongue text...

- Retrieving articles from newspapers, magazines & the internet & translating them into English.
- Supporting the translation team with other projects when necessary.
- Excellent English speaking and writing skills.
- Translation of documents/letters from a foreign language to English & vice versa.
- Able to translate Arabic, English, French, Norwegian.

## PERSONAL DETAILS

 +212633696033

 med\_fakrani

 [Ahmed37brown@gmail.com](mailto:Ahmed37brown@gmail.com)  
[Med37brown@gmail.com](mailto:Med37brown@gmail.com)

## PERSONAL SKILLS

- Detail orientated.
- Well organised.
- Friendly.
- Proficient in Word, Excel, PowerPoint, Access.
- Min 3 years of experience.
- Ability to perform under time pressure.

## AREAS OF EXPERTISE

- Translating legal and medical documents
- Articles, books, websites
- Proofreading
- Terminology
- Experience in (Interpreting English into Arabic and vice versa)
- Multi lingual