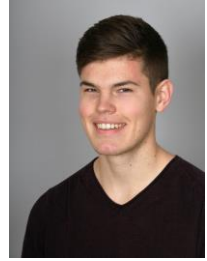


# Tom Leijnse

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## Summary:

Detail-oriented, knowledgeable, and reliable translator with a strong academic background and solid track record in freelance translation. Languages: Dutch (native), English (native), Arabic (C1), French (B2). Main fields: legal, real estate, security, health, energy, politics.

## Education:

- **MA Near and Middle Eastern Studies and Intensive Arabic**, School of Oriental and African Studies (SOAS), University of London (London, United Kingdom)  
*September 2019 – September 2021*
  - Distinction
  - Average grade of Arabic modules: 98
  - Dissertation title: The Arabic Language, Nationalism, and Nation-Building in the Mashriq and the Maghrib: The Case of Iraq and Morocco
  - Modules included: International Politics of the Middle East, Political Economy of Development and Change in the Middle East, Arabic/English Translation Project
  - **Summer Abroad Intensive Arabic**, Qasid Arabic Institute (Amman, Jordan)  
*April 2021 – June 2021*  
Grade: 96/100
- **BA Liberal Arts & Sciences**, University College Roosevelt, Utrecht University (Middelburg, Netherlands)  
*September 2016 – June 2019*
  - GPA: 3.95
  - Major: Arts & Humanities (History, Philosophy, Religion, and Political Science)
  - **Semester Abroad**, Universiti Sains Malaysia (Penang, Malaysia)  
*September 2018 – January 2019*  
Average grade: A

## Employment History:

- **Blue Book Trainee**, European Commission, Directorate-General for International Partnerships (DG INTPA)  
*March 2022 – present*
  - Unit: INTPA.C.2 - South and South-East Asia
- **Account Manager**, Lifestyle Capital Partners  
*August 2021 – present*
  - Assisting with day-to-day coordination and administrative tasks within the company and with the client

- Conducting relevant research
- Assisting in the development and execution of sales and marketing mandates globally
- **Freelance Translator Arabic <-> English, Dutch, ProZ.com**  
*January 2021 – present*
  - Translated over 30,000 words in the Arabic-English, English-Arabic, Arabic-Dutch, and Dutch-Arabic language pairs
  - Main fields: legal, real estate, security, health, energy, politics
  - ProZ profile: <https://www.proz.com/profile/3157360>
  - Part of the ProZ Certified PRO Network in Arabic-English translation
- **Volunteer Asylum Seekers' Centre**, Centraal Orgaan Opvang Asielzoekers (COA), Middelburg, Netherlands  
*February 2019 – September 2019*
  - Worked with refugees from a variety of African and Asian countries

### **Languages:**

- Arabic (Full professional working proficiency in Modern Standard Arabic, both written and spoken; working knowledge of the Levantine and Moroccan dialects)
- Dutch (Native)
- English (Bilingual proficiency)
- French (Limited working proficiency. DELF B1: 77/100)
- German (Elementary Proficiency)

### **Certificates:**

- Proz PRO Certification for Arabic-English Translation, March 2021
- Politics and Economics of International Energy, SciencesPo (through Coursera), September 2020
- Python for Everybody Specialization (five courses), University of Michigan (through Coursera), August 2020
- Successful Negotiation: Essential Strategies and Skills, University of Michigan (through Coursera), July 2020
- Diplôme d'études en langue française (DELF) B1, Centre international d'études pédagogiques (CIEP), August 2014

### **Intercontinental Solo Travel (excluding EU and UK):**

Egypt, Indonesia, Iran, Israel, Jordan, Lebanon, Malaysia, Morocco, Palestine, Saudi Arabia, Thailand, Turkey, United Arab Emirates, United States

### **Skills:**

Accuracy, analytical thinking, intercultural communication, presenting, project management, research, time management, translation, writing