

## **YAICH EL KHAMLIHI MUSTAPHA**

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### **PROFESSIONAL SUMMARY**

Multilingual translator and interpreter with over 15 years of experience, specialising in Spanish, French, English, and Arabic. Experienced in roles requiring precision, attention to detail, and project management skills. Committed to delivering high-quality translations that facilitate effective communication across multiple languages. Recently certified by the CioL (UK) in Translation, 2023.

### **PROFESSIONAL EXPERIENCE**

#### **Translation Group Ltd - UK**

*Director, September 2022 - Present*

- Leadership of a translation team.
- Implementation of internal policies to improve operational efficiency.

#### **Freelancer**

*Translator, December 2015 - December 2021*

- Provided translation services in Spanish, French, and Arabic for a variety of clients.
- Carried out precise translations of legal documents.

#### **Ministry of Interior - Madrid - Spain**

*Translator-Interpreter, February 2018 - June 2021 & March 2011 - October 2013 & June 2005 - February 2011*

Translation and interpretation from Spanish to Arabic and French and vice versa.

#### **Consulate General of Spain in Rabat**

*Administrative Assistant, May 2015 - November 2015*

Assistance in managing official documents and correspondence.

#### **Freelancer**

*Translator-Interpreter, January 2006 - October 2013*

Provided independent translation and interpretation services for Spanish police and judicial entities from Spanish to Arabic, French and English and vice versa.

### **Ministère de l'Education Nationale - Rabat - Morocco**

*Teacher, September 1999 - June 2001*

Provided instruction in all subjects to primary level students in Arabic and French.

### **EDUCATION AND CERTIFICATIONS**

- CIOL (UK) Translation Certificate, 2023.
- Business Creation Course, 2012.
- Translation and Interpretation Course: I Conference on Translation and Interpretation in the Judicial Organs of the Autonomous Community of the Canary Islands, 2012.
- Leadership and Business Management Course, 2008.
- Conflict Prevention and Resolution Course: Mediation and crisis management, 2007.
- Certificate of the Upper Cycle in SPANISH language, Official School of Languages, 2006.
- Certificate of the Upper Cycle in FRENCH language, Official School of Languages, 2005.
- Diploma from "Institut de Formation des Instituteurs et Institutrices" of Nador (Morocco), 1999.

### **SKILLS**

Language Skills:

- Mother tongues: Arabic, Berber.
- Other languages: Spanish (C2), French (C1), English (C1), Classical Arabic (C2), Arabic (various dialects) (C2).

IT Skills:

- Computer applications: Windows, Microsoft Word, Microsoft Excel, memoQ (Advanced).

Driving License: B