

Muna Abu Amara – Translator/ Journalist

Location: London

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Professional Profile

Bilingual translator with over 12 years’ experience, and a proven ability to translate written documents from a source language to a target language.

Specialized in the translation and interpretation of items from English to Arabic at native level in terms of proficiency. A competent to deliver accurate and grammatically correct documents. MA degree educated in Bilingual Translation. Have a solid background in proofreading, terminology, editing and research. Familiar with computer assisted translation software and CAT tools.

Core Skills

- * Document Translation
- * Interpreting
- * proofreading
- * Translation Software Tools / CAT Tools
- * Terminology
- * Punctuation

Career Summary

Oct 2012 - Present

Freelance Translator

BBC Arabic - London

Outline

I work on a freelance basis with BBC since 2012.

Key Responsibilities

- * Convert documents, articles, audios and videos from one language into another and make sure that the target text conveys the intended message.
- * Research legal and technical terms and phrases to ensure that the correct translation is used
- * Proofread the source text and the target text to achieve accuracy
- * Translate articles from newspapers, news agencies and the internet

Achievements

- * I translate a series of documentaries for BBC Arabic TV such as: ‘Addiction: Afghan’s Secret Shame’, ‘Ahmadinejad: The Populist and the Pariah, and ‘Bahrain: A Divided Country’. These documentaries were broadcasted on BBC

Arabic TV and used on other platforms in the BBC such as the daily programme BBC News night.

- * I translate the English sections for some BBC Arabic programmes such as 4TECH.

Samples of my translations for the BBC:

http://www.bbc.co.uk/arabic/multimedia/2013/10/131030_closeup_female.shtml

<http://www.youtube.com/watch?v=Mvgsi87q448&feature=youtu.be>

<http://www.youtube.com/watch?v=EuwiU2q49Pk>

Mar 2018 - July 2022

**Registered Interpreter and Translator
Al Araby TV - London**

Outline

- * I covered the duties of simultaneous interpreting.
- * Interpreting official speeches, interviews with contributors, discussion programmes on TV.
- * Conducting text translations, verbal translations and live translations.

Sample of my translations for Al Araby TV:

https://www.youtube.com/watch?v=9_mrlM5uYh

Sample of interpreting:

<https://www.youtube.com/watch?v=npoHBdTqq5o&t=23s>

July 2022 - Present

Freelance Journalist

Oct 2012 - Feb 2016

BBC Arabic - London

Outline

I work as a freelance Broadcast Journalist and Radio producer with BBC Arabic, London.

Key Responsibilities

- * Write the reports and prepare them to go on air.
- * Prepare news programmes and news bulletins.
- * Record the interviews with the guests.
- * Edit audio and written materials in Arabic.
- * Produce programmes on air in the studios.
- * Edit audio and written material in Arabic

Key Achievements

I came with two new ideas for programmes for BBC Arabic Radio and those two ideas were adapted and converted to two successful programmes in BBC Arabic.

Feb 2016 - July 2022

**Broadcast Journalist / TV Producer
Al Araby TV - London**

Outline

I worked in Al Araby newsroom in the current affairs department. My daily duties included:

Key Responsibilities

- * Writing, translating, editing TV packages and adapting news stories or programmes
- * Liaising with reporters to gather information and advice on stories and coverage
- * Providing ideas and suggestions for programmes and stories whilst attending pre programme and planning meetings
- * Managing and undertaking pre and postproduction, both live and pre-recorded, whilst in the studio.
- * Planning daily news coverage, commissioning TV contents from correspondents in the field and liaising with other news producers on the shift.

Key Achievements

- * My reports in Al Araby were acknowledged for achieving the highest viewing rates on Al Araby's social media platforms.
- * I presented my reports and segments live from the newsroom.

This is a sample of my reporting on air:

<https://youtu.be/vyu94GfE2Tw>

Education and Qualifications

MA

Bilingual Translation

University of Westminster (2009)

BSc (Distinction with Honors)

History

University of Jordan (2006)

Cambridge First Certificate in English (FCE) 1997.

Additional Information

Skills : Excellent computing skills in Microsoft Office Word, Power Point, Excel, Access and TV and Radio production programmes

Languages: Arabic (mother tongue), English (Fluent)

Interests: Reading and sport exercising