

CURRICULUM VITAE

PERSONAL DETAILS

Name: Muna Abdikarin Farah

Mobile No: +254729568459

Email: munaabdikarinfarah@gmail.com

Gender: Female

Languages: Somali and English

Blood: O+

Height: 1.72cm

Skills: Translation, Interpretation, Proofreading and Voice recording.

Tools: Word, Excel, Smartcat, Sdl, MemoQ and Xtm

CAREER SUMMARY

OBJECTIVE

1. To provide exceptional linguistic services.
2. Innovation in Linguistic Solutions.
3. Strive for excellence in linguistics.

MISSION

"As a linguistics expert, I drive positive change by empowering individuals, businesses, and organizations through effective communication. Bridging gaps, celebrating diversity, and fostering global understanding, I deliver outstanding linguistic solutions that surpass expectations, contributing to the preservation and appreciation of languages worldwide. My goal is to cultivate a globally interconnected and culturally vibrant world."

EDUCATIONAL BACKGROUND

- ❖ Diploma in Business Administration and management.
- ❖ 2022-2023
- ❖ Kenyan Certificate of Secondary Education.

2019-2022

❖ Kenyan Certificate of Secondary Education.

2010-2019

WORKING EXPERIENCE

As a Somali translator and interpreter with two years of experience, I have had the privilege of collaborating with a diverse range of local and international agencies, both in physical and online capacities. My expertise extends to various domains, ensuring accurate and culturally nuanced translations. Having successfully completed projects for reputable clients, I am adept at conveying the intricacies of language in a manner that resonates with the target audience. My commitment to precision and timely delivery has earned me recognition on platforms such as Upwork and ProZ.com. With a proven track record of linguistic excellence, I am dedicated to providing top-notch translation and interpretation services tailored to meet the unique needs of each client.

SKILLS & ABILITIES

Able to work under minimal supervision

Excellent negotiation skills

Problem solving capacity

Keeps Confidentiality

Able to work under pressure situation

Strong interpersonal skills

CERTIFICATIONS

❖ Certificate of Translation and interpretation

2022

❖ Certificate in medical interpretation

2021

❖ Certificate of HIPAA

2019

EF set Test English

2018

Strengths

- ❖ Enjoys working with people of different backgrounds
- ❖ Can work 24/7
- ❖ Excellent communication and interpersonal skills
- ❖ A fast learner, highly organized and self-motivated

Hobbies and Interests

- ❖ Reading novels
- ❖ Doing terminology search
- ❖ Swimming

Referees

-Available upon request.