



PERSONAL SUMMARY

A multi-skilled, self-motivated, freelance translator with proven ability to provide high-quality, English-Arabic translation, in a wide range of topics including but not limited to technology, medicine, science, media, business, education, tourism and website localization. Enjoys excellent research skills in various subjects and ensures that the translated version is accurate, consistent and reads naturally in target language. Provides precise mirror copies of images and MS PowerPoint presentations. Detail-oriented with excellent proof-reading skills. Fully aware of the diversity and multicultural issues, and understands the Middle East culture and basic variances of the Arabic language across different countries. Provides training courses in translation and Arabic language.

WORK EXPERIENCE

- Freelance Translator, Proofreader and Trainer*** 2018-Now
Provides translation, proofreading and training services in collaboration with different companies, firms and individuals.
- International Center for Media Studies and Consultations – Riyadh, KSA*** 2015-2018
Executive Director of the Islamic Text Translation Forum (ITTF) Project
- Founded ITTF at the International Center for Media Studies and Consultations
 - Co-founded the Islamic Terminology Bank
 - Acted as ITTF website Supervisor (building, operation, content management)
 - Localized vBulletin interface on ITTF Website
 - Participated on behalf of ITTF in local and international activities, such as conferences, seminars... etc.
- MISHKAT Interactive Center for Atomic and Renewable Energy – Riyadh, KSA*** 2013-2015
Collaborative Translator
- Translated scientific and technical news and documents for MISHKAT.
- ISI Language Solutions (ex 'ISI Translation Services') – California, USA*** 2012-2014
Collaborative Translator
- Translated and edited various documents for ISI Language Solutions clients.
- TransPerfect – New York, USA*** 2011-2014
Collaborative Translator
- Translated and edited various documents for TransPerfect clients.
- Al-Sayed Publishing – Riyadh, KSA*** 2011-2013
Collaborative Translator
- Translated legal documents besides books, including an Encyclopedia for children.
- Monitor Deloitte (ex 'Monitor Group') – KSA and the Gulf Region*** 2009-2013
Collaborative Translator
- Translated company's official documents, strategies, proposals and correspondences with the governments of Saudi Arabia and the Gulf Region.
 - Translated and created mirror copies of charts, images and presentations.



- Gigavine*** – UK 2009-2012
Collaborative Translator
• Translated and edited various documents for Gigavine clients.
- Dar al-Qawafil for Publishing and Distribution*** – Riyadh, KSA 2007-2009
Collaborative Translator
• Translated and edited books and booklets in sociology and tourism.
- Ministry of Health*** – KSA 2007
Collaborative Translator
• Translated documents.
• Translated World Blood Donor Day activities in Saudi Arabia, published then on WHO website.

MEMBERSHIPS

- Saudi Association of Languages and Translation – [SAOLT](#): Full member
- Arabic Translators International – ATI (Belgium): [Founding Member](#) and [Member of Board of Directors](#)
- Arab Professional Translators Society – APTS (Lebanon): [Certified Member](#) (no. 30092) and [Official Certification Examiner](#) in Riyadh, Saudi Arabia
- Arabic Translation and Intercultural Dialogue Association – ATIDA (Switzerland): ATIDA Forums [Super Moderator](#) (volunteer)

EDUCATION AND CERTIFICATES

- BA English Language & Literature, College of Arts – King Saud University, Riyadh, Saudi Arabia
- Professional Translator Certificate – Arab Professional Translators Society, Beirut, Lebanon
- Basic Skills in Proofreading course, *Eqraa Center for Languages and Training* and *Lughawiyoun for Training and Language Consultation* – Cairo, Egypt
- Training of Trainers (ToT) course, accredited by the General Organization for Technical and Vocational Training – Azad Training Center, Riyadh, Saudi Arabia

KEY SKILLS AND COMPETENCIES

- IT Skills
- MS Word, Excel and PowerPoint
- Wordfast Pro (CAT Tool)
- Graphic Design

LANGUAGES

- Arabic (Highly proficient)
- English (proficient)
- Mandarin (Moderate)