

## Rania Hanania Abudayeh

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### Resume:

Highly skilled and Experienced professional who always seek to follow up and continue acquiring knowledge and be so dedicated in every task or work to perform. Competent and demanding to give the best I can. Translator / interpreter with more than 20 years of acquired experience in the field and About 15 years of simultaneous, consecutive and RSI interpretation experience. I have BA degree in Business administration, two years of unconcluded studies in Psychology and Social sciences, Peruvian technical studies in administrative assistance.

### PROFESSIONAL EXPERIENCE

#### Translator -Interpreter

Set. 2009 up to date

Highly skilled and experienced translator, simultaneous, consecutive and RSI interpreter with strong background and continuous updating in this field through webinars and workshops. I am working as freelance and also assist several companies in Lima for translation services. I have also participated in International and Governmental summits and international events as interpreter and translator for English Arabic and Spanish languages keeping great level of professionalism and confidentiality as well as translating some international agreements, booklets, webpages etc.

Follow are some of the most important translations -Interpretation Services realized:

#### Interpreting Colombia

Starting Nov. 2022

Simultaneous Interpretation for Arabic Language, attending the Forum and General Assembly of the International Planned Parenthood Federation in Bogota Colombia. Joining RSI team for Arabic Language.

#### Care International

July 2022 up to date

Attending the ONG's eventual and monthly e-meetings for Arabic RSI services.

#### Translator and Simultaneous Interpreter

May 3<sup>rd</sup> / May 7<sup>th</sup> 2022

#### CISM 77 General Assembly & Congress

Simultaneous Interpretation from and to Arabic, English and Spanish for the Opening Ceremony, Asia Continental meeting, Board of Meeting and other related events.

#### Embassy of the Kingdom of Saudi Arabia/Lima

2013-2017

Being in charge of the Ambassadors Bureau since November 2015

Principle translator and interpreter, supervision of Protocol and Public Relations, permanent assistance to the counselor, accounting and administrative departments.

#### ASPA Summit and related international meeting of ASPA between October 2012 to April 2014

Consecutive, simultaneous interpretation from/to Spanish with Arabic and or English pairing as well as written translations of required presentations and documents including final drafts.

- **Ministry of Women and Vulnerable Populations of Peru:** International Women Leadership Forum of South American and Arab Countries (ASPA)
- **Ministry of Health-Peru** :“First Meeting of ASPA Ministers of Health”, including translation and edition of panels, presentations etc.
- **Ministry of Education-Peru** : “ Second Meeting of ASPA Ministers of Education”
- **Ministry of Foreign Affairs Peru/ Peruvian Government** : Coordination and translation for ASPA Summit and Events.

#### Freelance translations:

2009- up to date

Official and non-official translations for individuals and different entities such as USA embassy, Peruvian Public Ministry, Peruvian Ministry of foreign affairs, Palestinian Embassy, Lexitrans, Hispana, Leals Traduce, Godoy & Fragomen, Ernest& Young, some international official delegations from Qatar, USA and UAE, Danper Peru, Care International, Aluz Clean Energy, Nestle, Saipem, Sojits Peru, Panorama TV, America TV, El Comercio, Tucano Peru, Toshiba Corporations, etc.

These included official documents, bilateral agreements, legal documentation, websites, subtitling, financial reports, medical reports, technical manuals and reports, bids, balances, contracts, deeds, etc.

**Member of Arab Association for Translators ARTA- Jordan****Nov. 2020 up to date**

A member of ARTA since 2020 as a professional translator specialized in English, Arabic and Spanish language pairs. Trainer of Spanish translation and students and provided a course of Spanish for Foreigners with the assistance of 80 satisfied international students.

**Protocol and Cultural Consultant****Oct 2021 up to date****IPE (Instituto de Protocolo y Eventos)**

Coach and consultant for Arabic protocol, business and cultural negotiations through workshops organized for PROMPERU

**Cultural Language Academy and Translation Services Worldwide****Feb. 2012 up to date**

Founder and CEO for own virtual academy where I provide cultural assistance and international cooperation for linguistic cultural events, official translation services and private language courses.

**Freelance Administrative advisor****2002 up to date**

Advisor for individuals or companies on establishing companies, market focusing, administrative procedures for establishing companies, market planning, protocol and cultural considerations, Acknowledgment of Peruvian migratory procedures and administrative law.

**Language tutor****2009 up to date**

- Spanish, Arabic and English for non-native speakers, from basic to advanced levels.
- Trained Diplomatic personal from Ministry of Foreign affairs at Africa, Middle East and Gulf countries Department the ability to communicate and learn the Arabic language and Arabic culture
- Private classes of English, French, Spanish and principally Arabic languages to students and executives.
- Spanish for non- natives in association with the Arab Translators' Association – Jordan.

**Commercial and Marketing Manager****2017-2021**

Management of clients' suitcases, marketing of products nationally and internationally, projections and sales report, establishing and locating business opportunities and clients in destined market. Companies assisted: Sumajari SAC, Qfoods, Solfoods.

**Administrator and Manager Assistant****2005- 2019**◆ **Qfoods Perú (2018-2019)**

Administration and accounting management. Human resource control and administration, support and translations for export and import operations and marketing area.

◆ **Invest Finanz S.A. (2005-2012)**

Administering financial and administrative area, Financial projections and analysis, Elaboration of financial studies, Financial Reports, Balances, memorandum, mail, letters, presentations, etc.; coordination with governmental and private entities, Bookkeeping, Coordination of national and international visits and trips, events, meetings, etc.

**Tutor of Multicultural Protocol Course****Aug.- Set. 2015****University San Martin de Porres**

I have participated as a teacher for the course "Multicultural Protocol" of 2015 included in the curricula "I Diploma in State Protocol (DPE) " at the Faculty of Communication Sciences, Tourism and Psychology of the University of San Martin de Porres. I have Also been selected to be part of the jury to evaluate the final thesis project.

**Protocol and Culture Advisor****2013-2014****Assisting Peruvian Ministry of Health and Education**

Advisor for senior staff and other specific teams which was organized to attend the First meeting of Health Ministers Aspa. Assessment on Arabic culture and international protocol, Full support and advisory to the International Cooperation office and Organizing Company on all the aspects concerning the II Meeting for the ASPA Ministers of Education , Review and editing of different programs, projects and related issues, seminars on Arabic culture and traditions, Translations and interpretations English/Arabic and Spanish for most of the documents and presentations for the Ministry and ALECSO representatives; Follow-up with embassies and national and international entities

**Ambassador's Assistant****Dec 2012 – Jan 2013****Qatar's Embassy, Lima**

General Assistance to the Ambassador, Assistant for the installation, settlement and organization of the Embassy , Meetings and Coordination with foreign and local entities, Support and Interpretation services for diplomatic delegations.

**Public Relations and Event Organizer****2009 up to date**

## EDUCACIÓN

### Translation and Interpretation Diplomat Arab Translators Association

Nov. 2021 up to date

APDT Accreditation adopting the Canadian Program for Translation Diplomat.

I also have participated in several webinars, workshops, diplomats in Legal, Media and Religious translations; Legal and Diplomatic Glossary English- Arabic.

### Administrative Assistant and Executive Secretary

Graduated on Dec., 2004

#### BRITISH ACADEMY

- Within the first quarter of the class during my academic study.
- I had obtained a Certificate for Creativity and excellence in Financial Math and Accounting.

### BA in Business Administration

Graduated on June, 2000

AUST Lebanon

### Computer Programs: (advanced)

1999

BVC Corporation

### Bethlehem University

Withdrew on Jan, 1997

Biology and Chemistry

Bethlehem, Palestine

Social Work and Psychology

### St. Joseph School

Graduated in June, 1995

- An Exclusive Full English system study
- Intensive French classes
- Within the first quart of Upper students

### Diplomas Obtained during Studies:

- 5 certificates from French Counsel in Jerusalem (Certificat, Brevet, D.E.L.F A1, A2, A3, A4)

## LANGUAGES

**Arabic:** Native Arabic speaker

**English:** Professional

**Spanish:** Second mother tongue

**French:** Advanced: Written

**Hebrew:** Basic

Intermediate: Spoken

**Aramic-Syriac:** Basic

### ADDITIONAL SEMINARS:

#### Logo Therapy

Oct 2011 to Sept 2012

Dau Escuela de Vida

### Administrative and Business online workshops, translation training through Proz, Arab Association (ARTA), and other online panels

#### Accounting

Universidad Ricardo Palma

March- June 2010

#### The Best of Management 2002

September 10 to 14, 2002

1- Integrate Negotiations Process

2- Leadership

3- Developing Management Abilities

## PERSONAL DATA

Birth Date: April 20, 1977

Nationality: Palestinian /Peruvian/ Jordanian

**REFERENCES:** Available upon request.

**Dic. 2022**