

## ***Curriculum***

Name: **Hamutal Ben-Dov**

## ***Vitae***

ID: 039768130

## ***Personal***

**Birth Date** 24.09.1984    **E-Mail Address** [chemi.argaman@gmail.com](mailto:chemi.argaman@gmail.com)

## ***Information***

**Phone No.** 054-2092822    **Mailing Address** PO Box 39187 Tel Aviv 61391

## ***Military Service***

**Teacher-Soldier** and Youth Guide at "Kidum Noar", youth-at-risk education division of Migdal Ha'Emek's Social department.

Service period: 24 months between 2003-2005; Release rank: sergeant.

## ***Occupation***

**Head of Argaman Translations** (2012-Today) what started as a group of freelancers' website soon became a popular and successful place for Israeli clients to reach out for their translation needs. As of 2012 Argaman became the official Translation Branch of **Infomancers LTD**. The branch's projects, clients, and employees are managed by me, in addition to my work as a translator and editor.

**Freelance translator** (2007-2011), mainly in technical literature, prose, academic articles and various academic work editing and translation services.

Manager of the domain **Argaman Translations** (since 2010), a site which concentrates the work of selected quality freelance translations in technical, medical, and legal documents as well as scientific, fiction and literary writings.

**Technical writer** (2005-2007) at **Scopus Video Networks, Ltd.** (via GBD Kotvim, contract technical-writers company).

Starting at **Manual and Graphics editor**, climbed within three months to a full-time writer participating in the literature updates of all company products. Launched new user-manual lines for advanced-users' management application (MIB) and managed the new flag-product's literature. Appointed team manager at the end of 2006 for 6 months, until resignation.

Work included updating and writing the technical user-manuals and literature for Scopus, a company specializing in satellite and cable communication transmission and distribution. As the company targeted foreign markets only, all literature was written directly in English.

## *Education*

**2009-2012**    **Life Science department in Tel-Aviv University (BSc)**  
The Research Program for Excelling Students in Biology

**2008-2009**    Pharmacology Department at the Hebrew University, Jerusalem

**1998-2002**    **The Environmental High School in Midreshet Ben-gurion**

Full matriculation certificate in an average grade: 109.19

**Major Fields:** English literature and Translation, Chemistry,  
Environmental Studied, Computer Science, History

## *Languages*

**Hebrew**    Mother tongue

**English**    Native speaker. Minor Translation diploma for 120h course.  
Translation rate: 500-1000 words per hour.