

Abdulmalik M. Essofrani

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SERVICES AND SKILLS:

- Translation:

Native: Arabic

Language pairs: English > Arabic

Arabic > English

2k words daily, 12k weekly (quality assured)

Interpreting, Localization, Editing, Proofreading, Subtitling, Technical Writing, Terminology Research, Internet research.

I use authoritative glossaries and references, Translation Memory, Up-to-date hardware and software; ADSL permanent connection.

Available to handle large projects and/or sophisticated literature, in quality of experienced translator.

Broad range of subject areas such as law, business, finance and marketing/advertising, technical areas: IT, Internet, (no hard science such as lab reports).

TRANSLATION AREAS:

- Economic and financial documents
- Banking
- Marketing
- Advertising
- Brochures
- Business Letters
- Tourism and travel
- Media
- Magazine articles
- Newsletters
- Website Texts
- Software Localization
- Linguistics and culture
- Education
- General medicine
- Religion and religious studies
- Presentations
- Reports
- Technical
- Government Reports
- Legal Documents

SOFTWARE:

- Microsoft Word,
- Microsoft Excel,
- Microsoft Power Point,
- SDL Trados 2007,

- Adobe Illustrator,
- Adobe Photoshop,
- Adobe Acrobat,
- PageMaker.

HARDWARE:

- Intel P IV
- ADSL Internet connection
- Fax
- Printer
- Scanner

WORK EXPERIENCE:

Translation, Freelance Translation (2003 - present)

Working with a number of companies and agencies on a freelance-basis. Translation skills have matured through an extensive graduate study - starting in 2006. The **MA program** includes theoretical studies, actual translations and research assignments.

Courses taken:

Translation Methodology
Translation Studies
Linguistics
Research Methodology
English Writing Skills
Arabic Writing Skills
Translating Business Correspondences
Translating Commercial and Financial documents
Translating Administrative and Management documents
Translating Promotional Materials
Translating Legal Business Documents

Public School, Teacher (1999 - present)

Teaching English to students of different grades and levels - primary, elementary, and secondary school students - was a major source of experience and practice that built up skills of understanding, perception, communication, good judgment and success in challenging work-environment.

Copy and Typing Centre, Part-time Typist (1997 - 2001)

At the typing centre, work was mainly team-based, dealing with texts of immensely different fields and sizes both in Arabic and in English. That granted an extensive practice in word processing, editing, proofreading, teamwork and persistence!

EDUCATION:

- for MA, **Translation**, Academy of Graduate Studies (2006 - present)
- BA, **English Teaching**, Higher Institute of Teachers Preparing (2000 - 2004)
- BS, **IT**, College of Economics (1997 - 2002)

RATES:

Translations

Min. rate per word: \$0.07

Min. rate per hour: \$35.00

Proofreading (Arabic)

Min. rate per word: \$0.03

Subtitling

Min. rate per subtitle: \$0.30

Indicated rates depend on subject, deadline and volume.

MEMBERSHIPS:

WATA, ATN-ATPS, Translatorscafe (Master membership), Proz

KEYWORDS:

translator, proofreader, editor, typist, internet researcher, postgraduate student, مترجم, محرر نصوص , مراجع ,
business, law, IT, telecoms, marketing, advertising, Real Estate, contracts, finance, financial markets,
banking,