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| **Curriculum Vitae**Of**Farag S. Mohamed****Full-Time Freelancer****English<>Arabic Translator & Reviewer** **Cairo, Egypt****28-Year Experience** |

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| **Personal information** |
| **Name:** | Farag S. Mohamed |
| **Nationality** | Egyptian |
| **Native Language** | Arabic |
| **Language Pair** | English<>Arabic |
| **Number of years as an Arabic Translator** | 28 |
| **Number of years as an Arabic Reviewer** | 18 |
| **Areas of expertise** | UN materials, USAID materials (Egypt & Iraq), Legislations and Court Documents, Contracts and Agreements, Business, Economics, Finance.Technical Translation: Banking software (FLEXCUBE®), Computer Software; Computer Hardware: Printers: HP, Epson, etc; Manuals of Videos, DVD Players, Televisions (Bio Vision, Toshiba), OSIM products, Washing Machines, Refrigerators, Vacuum Cleaners; Automotives – Kia, Volvo, Ford, Bentley Arnage; Retail Websites (All Ikea stores in the Arab World), etc. |
| **Work experience** |
| **Last Full Time Job (Monthly Salaried)** |
| **Dates** | **February 2010 - July 2021** |
| **Occupation or position held** | **Legal Translator and Reviewer (Full time)** |
| **Main activities and responsibilities** | Translation of legal documents (without limitation, legislations; Laws, Regulations, Decrees, Orders (mainly of GCC countries); and court judgments, legal advices, contracts, and submissions, from Arabic to English and sometimes from English to Arabic. In this capacity I am serving DLA Piper Middle East headquartered in UAE, which serves UAE, KSA, Kuwait, Qatar, Bahrain, Algeria, Libya, Egypt… |
| **Name and address of employer** | **DLA Matouk Bassiouny*; Cairo, Egypt (***[***www.dlapiper.com/egypt***](http://www.dlapiper.com/egypt)***)***  |

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| **Current Freelance Work** |
| **Dates** | **November 2009 - Present** |
| **Occupation or position held** | **Translator / Editor/Proof-reader (Full Time Freelancer)** |
| **Main activities and responsibilities** | Translation / Editing / QA of a vast range of projects and websites for example without limitation: Scotiabank/IKEA (UAE/KSA/ Jordan/ Egypt/ Kuwait/ Morocco / Qatar), Joint Commission International (JCI)/ Steelcase – Polyvision / MotionPoint/ TD Bank / LENNAR HOMES / General Motors / WYNDHAM / S&C Electric, etc. |
| **Name and address of employer** | **ProTranslating, Miami, Florida**; [www.protranslating.com](http://www.protranslating.com/) |

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| **Dates** | **May 2011 - Present** |
| **Occupation or position held** | **Translator / Reviewer (Freelancer) /**  |
| **Main activities and responsibilities** | I received my first job from Elanex in May 2011.From that time on I have been providing my translation services to Elanex as one of their certified translators. The company has been acquired by https://www.strakertranslations.com/, and I am still cooperating with them. |
| **Name and address of employer** | **Elanex, Inc. (Now, Straker Translations)**, a Delaware corporation with offices at 14407 Big Basin Way, Suite B, Saratoga, CA 95070; [www.elanex.com](http://www.elanex.com/) / <https://www.strakertranslations.com/>  |

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| **Previous Monthly Salaried Full Time Employment Jobs** |
| **Dates** | **July 2005 - August 2006 (Full Time)** |
| **Occupation or position held** | Senior Translator, Reviewer & Translation Group Lead |
| **Main activities and responsibilities** | (Classical and Religious) Arabic into English translations)/ [Commission on Scientific](http://www.nooran.org/) [Signs of Qur'an & Sunnah](http://www.nooran.org/) /Translation and reviewing of Islamic Material (Into English)//Reviewing others’ translations/ helping programmers in creating a CAT tool. |
| **Name and address of employer** | **Harf Information Technology;** Cairo, Egypt; [www.harf.com](http://www.harf.com) |

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| **Dates** | August, 2003 **-** July, 2004 |
| **Occupation or position held** | **Translation Senior Reviewer (QA Officer) (Part Time)** |
| **Main activities and responsibilities** | Reviewing translations of Arabic books (mainly classical Arabic & Islamic books) |
| **Name and address of employer** | [**Wathika Translation Company,**](http://www.wathika.com/) **Cairo, Egypt;** [**www.wathika.com**](http://www.wathika.com/) |

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| **Dates** | **November 2000 - December 2002** |
| **Occupation or position held** | **Linguist, Senior Linguist, Head of Group (Full Time)** |
| **Main activities and responsibilities** | Participating to the building up of the greatest unprecedented project in its field in the Middle East region; i.e., English-Arabic-English Machine Translation. |
| **Name and address of employer** | [**Sakhr Software Company**](http://www.sakhr.com/)***:* (Nasr City-Cairo-Egypt) Machine Translation Department.** [**www.sakhr.com**;](http://www.sakhr.com/) [**www.ajeeb.com**](http://www.ajeeb.com/) |

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| **Dates** | **April 2004 - June 2005** **(Full Time)** |
| **Occupation or position held** | **Translation Reviewer** |
| **Main activities and responsibilities** | Reviewing translations (into Arabic) mainly technical made by junior and senior translators |
| **Name and address of employer** | **Bayan Translation Group**; Cairo, Egypt; [www.bayangroup.com](http://www.bayangroup.com/) |

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| **Previous Freelance Translation, Reviewing and Consecutive Interpretation Work** |
| **Dates** | **May 2007 - December 2009** |
| **Occupation or position held** | **Translator and Consecutive Interpreter (Full Time Consultant)** |
| **Main activities and responsibilities** | Providing translation and consecutive interpretation in these areas Human Resources, Finance and Accounting, Business Process Reengineering, Communications and IT with the Egyptian counterparts of the Social Insurance Organization, Ministry of Finance.Accompanying and interpreting for the consulting firm’s project team on client site visits in Greater Cairo and in other governorates. |
| **Name and address of employer** | **USAID>TAPRII >BearingPoint** – Management & Technology Consultants: [www.bearingpoint.com;](http://www.bearingpoint.com/) Cairo, Egypt |

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| **Dates** | **May 2011 - December 2016** |
| **Occupation or position held** | **Translator and Consecutive Interpreter (Freelance Consultant)** |
| **Main activities and responsibilities** | Visiting some Egyptian Ministry of Interior figures relating to elections, and a workshop held in this respect. 2. Working with the GENERAL AUTHORITY FOR ROADS & BRIDGES AND LAND TRANSPORT(GARBLT) in the headquarters and visiting areas inside and outside Cairo. 3. Promotion of School Health Services in Upper Egypt. Work was mainly consecutive interpretation at interviews, seminars, and workshops in Greater Cairo and Fayoum (Upper Egypt) and other Lower Egypt governorates. |
| **Name and address of employer** | **Japan International Cooperation Agency (JICA)** office in Egypt |

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| **Previous Freelance Translation and Reviewing Work** |

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| **Dates** | **February 2018 - June 2020 (COVID-19 related work suspension)** |
|  | **Translator (Freelancer)** |
| **Main activities and responsibilities** | Translating articles for some of Haykal Media publications of (Aliqtisadi.com) and (Harvard Business Review Arabia). |
| **Name and address of employer** | **Haykal Media; Abu Dhabi, United Arab Emirates**; **W:** [haykalmedia.com](http://haykalmedia.com/) |

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| **Dates** | **July 2007 - December 2020** |
| **Occupation or position held** | **General, Legal & Technical Translator (Freelance)** |
| **Main activities and responsibilities** | Translating some documents especially official papers of Arab students studying in New Zealand. (NB. Mr. Hyden Toonen; owner of this company used to work for INTAC Japan before, and when he had his own business, he started sending me his own jobs). |
| **Name and address of employer** | **Transnational NZ Ltd (New Zealand)**; 32A Matipo Street; Riccarton, Christchurch [www.transnational-ltd.co.nz](http://www.transnational-ltd.co.nz) |
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| **Dates** | **January 2013 – December 2018** |



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| **Occupation or position held** | **Technical Translator (Freelance)** |
| **Main activities and responsibilities** | My first project was translating approximately 116715 words in the Microeconomics field and about 106284 words in the Macroeconomics field from English into Arabic. From then on, I have been doing a great deal of English into Arabic translation for Cosmic Global Limited (CGL). |
| **Name and address of employer** | **Cosmic Global Limited (CGL), INDIA,** [**http://www.cosmicgloballimited.com**](http://www.cosmicgloballimited.com/) |
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| **Dates** | **August 2013 – January 2019** |
| **Occupation or position held** | **Technical (and sometime Legal) Translator (Freelance)** |
| **Main activities and responsibilities** | Translation into Arabic of the company deliverables in relation to its service portfolio which includes ERP, EPM – OBIEE/Hyperion, Oracle – Human Capital Management; as well as translating some contracts and agreements. Sometimes I undertake translations into English. |
| **Name and address of employer** | **Evosys MEA HQ: Evolutionary Systems Arabia FZ LLC, 112, Building 11, Dubai Internet City, UAE;** [**www.evosys.co.in**](http://www.evosys.co.in) |

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| **Dates** | **January 2014 - March 2015** |
| **Occupation or position held** | **Legal Translator (Freelance)** |
| **Main activities and responsibilities** | Translation of legal documents including Legislations; Laws, Regulations, Decrees, Orders (mainly of GCC countries); and court judgments. |
| **Name and address of employer** | **Thomson Reuters Ltd (4087), Dubai, UAE**; [www.thomsonreuters.com](http://www.thomsonreuters.com/) |
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| **Dates** | **June 2013 – June 2016** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | My first job with 2M Language Services was a Forex Project, consistent in translating a website of a leading brokerage services provider of approximately 42,000 words; together with other jobs and different domains. |
| **Name and address of employer** | **2M Language Services**, Head Office; Brisbane/ Australia; <http://www.2m.com.au/>  |
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| **Dates** | **June 2012 – December 2014** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | Translating mostly into English, covering several areas of knowledge and mostly for government ministries and agencies in Qatar. |
| **Name and address of employer** |  **Qatar Translation Centre**, Al Rayyan Road - Al Saad Area, Doha, Qatar; www.qatartranslation.com  |
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| **Dates** | **July 2011 - June 2016** |
| **Occupation or position held** | **Translator & Reviewer (Freelancer)** |
| **Main activities and responsibilities** | Translations in several areas of knowledge mainly into Arabic and at some rare instances into English |



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| **Name and address of employer** | **Commercial Translation Centre**: CTC offices: Melbourne, Sydney, Perth, Brisbane, Canberra, Adelaide, Auckland, Galway, Dublin, London; [www.ctc4.com](http://www.ctc4.com/) |
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| **Dates** | **November 2011 - May 2016** |
| **Occupation or position held** | **Translator / Reviewer (Freelancer)** |
| **Main activities and responsibilities** | Providing translation service in several projects: MCI Foreign Trade Strategy (into Arabic)/ [Abu Dhabi Tawteen Council: Finance Manual / General Services & Procurement Processes Manual (into English) & ADTC Job Descriptions (113 JD's) (into Arabic). I Translated a UAE Draft SME Law; together with many other documents in the areas of the company business (both Monitor Deloitte & Deloitte & Touche (M.E.)) |
| **Name and address of employer** | **Deloitte & Touche (M.E.); (UAE & KSA)** |
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| **Dates** | **July 2010 – December 2017** |
| **Occupation or position held** | **Translator & Editor/Proof-reader (Freelancer)** |
| **Main activities and responsibilities** | Translating and reviewing materials related to [EU, UN, USAID, NATO] |
| **Name and address of employer** | **Tradas; Translation & Consulting: Brussels, Belgium;** [**www.tradas.com**](http://www.tradas.com/) |
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| **Dates** | **May 2009 - January 2011** |
| **Occupation or position held** | Freelance translator(creating subtitles for broadcastin Europe**)** |
| **Main activities and responsibilities** | Translation: Subtitling English Movies  |
| **Name and address of employer** | **Softitler:** [**www.softitler.com**](http://www.softitler.com/) |
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| **Dates** | **June 2005 - December 2012** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | Translating several jobs to and from Arabic including; Dubai Biotechnology and Research Park/arbitration awards/contracts and agreements/Strategies for Assisting the Marsh Dwellers and Restoring the Marshlands in Southern Iraq / lots of papers relating to (Saddam Hussein Trial); a project relating to cosmetic products; mainly Nivea Products. |
| **Name and address of employer** | **Trans Gulf Management Consultants; Sharjah, UAE;** [www.transgulfme.com](http://www.transgulfme.com/) |
|   |
| **Dates** | **November 2005 - May 2010** |
| **Occupation or position held** | **Translator (Freelancer)** |
| **Main activities and responsibilities** | Translationof Arbitration awards/Abu Dhabi Investment House/Abu Dhabi Customs Modernization/Health, Safety & Environment Manual/Human Resources Manuals/market study and Business Plan; I did big projects relating to Abu Dhabi Investment House and Abu Dhabi Customs Modernization, HR Manuals, a lengthy market study and Business Plan |
| **Name and address of employer** | **Communication Legal Translation; Dubai, UAE**; [www.communicationdubai.com](http://www.communicationdubai.com/) |
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| **Dates** | **March 2005 - December 2009 (Singapore branch of company closed)** |
| **Occupation or position held** | **Technical Translator (Freelancer)** |
| **Main activities and responsibilities** | Technical English into Arabic Translation of all [**OSIM**](http://www.osim.com/home.aspx) **(**[**www.osim.com**](http://www.osim.com/)**)** products: The full list of [OSIM](http://www.osim.com/home.aspx) products; to mention only a few: iBPM, iScale, iPoke, iSnug, iBike, iEcologi, iCheck 100, iGallop, uZap, iDesire, iVibe, uKids Sparkle, iGoGo, Eye mask, uZap King, iMedicPRO, NOROMelody, uSurf, uScale BF, uScale, uZapMini, uSonic, uPapa, iPamper, uScale PRO, uMist, etc. |
| **Name and address of employer** | **Intac Co., Ltd.;** [**www.intac.co.jp**](http://www.intac.co.jp/)**; Japan****Intac Vision Singapore Pte Ltd; www.intac-v.com.sg; Singapore** |



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| **Dates** | **October 2004 - December 2013** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | Translation into Arabic of political reports and human rights materials as well as human resources materials |
| **Name and address of employer** | **Arabic Translation Network; Alexandria, Egypt**, [www.arabictranslate.com](http://www.arabictranslate.com/) |
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| **Dates** | **2003 - 2004** (approximately one year, span of the project) |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | English into Arabic translation of the project:[**FLEXCUBE®**.](http://www.iflexsolutions.com/iflex/Home.aspx) I participated in the project where we translated and localized the product itself together with its manuals and help guides. |
| **Name and address of employer** | **STAR Middle East Ltd., Cairo, Egypt** |
|  |
| **Dates** | **November 2003 - July 2005** |
| **Occupation or position held** | **Technical Translator (Freelance)** |
| **Main activities and responsibilities** | Translating manuals of **HP printers**, **HP All-in-one**, **Epson printers**; washing **machines**, **televisions (BioVision), E-Vision receivers;** together with many other technical translations. |
| **Name and address of employer** | [A**rabic Localization Services**, www.arabic.translation.net;](http://www.arabic.translation.net/) Cairo, Egypt. |
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| **Dates** | **November 2002 -August 2005** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | I did translation jobs in the fields of computer software, hardware and printers. Besides, I did translation jobs in the field of automotive; translating Bentley Arnage and Nissan User’s Manuals |
| **Name and address of employer** | [**Future Soft: www.future-soft.com;**](http://www.future-soft.com/) Cairo, Egypt |
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| **Dates** | **October 2002 - September 2008** |
| **Occupation or position held** | **Legal Translator and Reviewer (Freelance, Part Time, Full Time)** |
| **Main activities and responsibilities** | Legal translations/ contracts and agreements/ UN materials/ USAID materials |
| **Name and address of employer** | **Apex Targum (Hisham Marzouk) Translation Office**: Cairo, Egypt |



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| **Dates** | **June 2000 - September 2005** |
| **Occupation or position held** | **Legal and Technical Translator (Freelance)** |
| **Main activities and responsibilities** | Translating legal documents, agreements, and contracts. Besides, I also translated some technical documents such as washing machines and refrigerators manuals.Translating a religious book titled “A Collection of Fatwas For Women” |
| **Name and address of employer** | **Info Egypt Translation Office**: Downtown, Cairo, Egypt |
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| **Dates** | **April 1999 - May 2000** (Period of my stay in KSA) |
| **Occupation or position held** | **Legal Translator (Freelance)** |
| **Main activities and responsibilities** | Translating some documents mainly legal. |
| **Name and address of employer** | Al**-Hadaf Translation Office (KSA)***; As-Sitteen Street, Malaz, Riyadh, Kingdom of Saudi Arabia* |
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| **Dates** | **June 1999 - May 2000** (Period of my stay in KSA) |
| **Occupation or position held** | **Legal Translator (Freelance)** |
| **Main activities and responsibilities** | Translating some documents mainly legal. |
| **Name and address of employer** | **Atlas Translation Office (KSA)***, Ad-Dabab Street, Opposite Riyadh Chamber of Commerce, Riyadh, Kingdom of Saudi Arabia* |
|  |
| **Dates** | **May 1996 - August 1998** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | Translation of some (chapters of) Sufism/(chapters of) Classroom Management by Wilford A. Weber/ and Contracts and Agreements |
| **Name and address of employer** | **E & H Translation Office**; Downtown, Cairo, Egypt |
|  |
| **Dates** | **May 1995 - January 1997** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | **Translation of contracts and agreement**s |
| **Name and address of employer** | **Dokki Translation Center**, Dokki, Giza, Egypt |
|  |
| **Dates** | **June 1993 - September 1998** |
| **Occupation or position held** | **Translator (Freelance)** |
| **Main activities and responsibilities** | Translation contracts and agreements; lawyers’ documents and briefs; home appliances manuals (washing machines and vacuum cleaners) |
| **Name and address of employer** | **Al-Attar Translation Office** ; Downtown, Cairo, Egypt |
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| **ESL/EFL Instructor** |
| **Dates** | **September 1998 - May 2000** |
| **Occupation or position held** | **EFL Instructor (Full Time)** |



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| **Main activities and responsibilities** | Teaching English as a foreign language; Teaching English courses for beginners through advanced levels; Teaching linguistics (for individuals from Al-Imam University); Teaching banking course (for the employees of Al-Rajhi Banking and Investment Corporation) |
| **Name and address of employer** | **The Horizon Institute for Languages (KSA);** As-Sitteen Street, Malaz, Riyadh, **Kingdom of Saudi Arabia** |
|  |
| **Dates** | **September 1996 - September 1998** |
| **Occupation or position held** | **EFL Instructor (Full Time)** |
| **Main activities and responsibilities** | Teaching English as a foreign language: commercial subjects / literature (simplified and full works: A Tale of Two Cities, Oliver Twist; Great Expectations; Romeo and Juliet, The Merchant of Venice,)/ teaching language courses mainly British English. |
| **Name and address of employer** | **The Egyptian Ministry of Education**, Cairo, Egypt |
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| **Professional Achievements** |
| **My Publications** | **Publisher**: Nahdet Misr Group; El Nahda Tower, 21 Ahmed Orabi St.,Sphinx Square, Mohandessin,Giza, Egypt |
| **1. The Lord Of The Rings, Vol. I, The Fellowship Of The Ring ].** |
| **2. The Lord Of The Rings, Vol. II, The Two Towers ].** |
| **3. The Lord Of The Rings, Vol. III, The Return Of The King ].** |
| **4. Seabiscuit: An American Legend, by Laura Hillenbrand**  **].** |
| **5. Rabbit Hill, by Robert Lawson ].** |
| **6. Maniac Magee, by Jerry Spinelli ].** |
| **Education (Last Degree)** |  |
| **Dates** | 1989 - 1993 |
| **Title of qualification awarded** | BA of English Language and Translation |
| **Principal subjects/occupational skills covered** | English Language and Translation including literature, criticism, novels, drama, poetry, traditional grammar, modern linguistics, English into Arabic and vice versa translation. |
| **Name and type of organisation providing education** | Faculty of Al Alsun (Tongues), Ain Shams University, Cairo, Egypt. |
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| **Personal skills and competences** |
| **Mother tongue** | **Arabic** |
| **Foreign Language** | **English** |
| **Technical skills and competences** | Mastering MS Windows and MS Office (latest versions); Adobe Acrobat |
| **CAT Tools** | SDL Trados (latest version), memoQ (latest version); Memsource Editor |

