**Al-Sayid Muhammad Gewely**

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**QUALIFICATIONS & EDUCATION**

* A graduate of the English Department, **Linguistics and Translation Section**, Faculty of Arts, Alexandria University (2006).
* **Came first** on top of colleagues in the third year. **Came third** on the fourth.
* Two **translation researches**: One on how to translate religious texts From Arabic to English and vice versa (with focus on Ibn-Kathir's Interpretation of the Quran), with an **excellent grade**. Another on translating newspaper reports, with a **very good grade**.
* Received training on media translation and interpretation from **Mawafak Faik Tawfik, principal live on-air interpreter for Al Jazeera Arabic channel**, in March 2015 (certificate available).
* Knowledgeable of video-editing applications (including adobe after effects, and adobe flash) used in **designing video tutorials (**See link of a sample video at: Practical English Usage, Vocabulary Section, Episode One <http://www.youtube.com/watch?v=4fHYQpGIdVQ&feature=youtu.be>).
* **Diploma of Programming and Information Technology**, from the Information Technology Institute (ITI), Alexandria Branch.
* Programmed **windows applications for translators** and instructors of English at the IWI Institute using the C Sharp programming language.
* Knowledgeable of web scripting tools and techniques (ASP.NET, JavaScript, XML, HTML/CSS, SQL, SVG).
* ICDL.

**WORK EXPERIENCE**

**Quality Control Linguist (from June 2011 until now)**

**At Middle East Business Solutions in Doha, Qatar Branch**

* Translating news reports, commentaries, and editorials as needed by customers.
* Performing journalism activities on the Gulf and Yemeni press; monitoring, collecting, analyzing, and filtering online news reports, commentaries, and editorials in both English and Arabic according to pre-defined criteria.
* Transcribing and summarizing news items as needed, whether English or Arabic, and delivering accurate summaries and gist of Arabic and English documents.
* Translating various Islamic texts, including commentaries on Prophetic Hadiths and Quranic verses.
* Assisting basic linguists and newcomers in performing translation tasks that need experience and providing them with necessary training.
* Conducting in-depth Internet research on translation projects to help expedite translation flow and process.

**Interpreter, Content Editor, and Lecturer (from September 2009 to June 2011)**

**At the Arab Academy for Science and Technology, Alexandria Branch**

* Translating and editing documents, response letters, speeches, and news items posted by the Academy’s media center on the Academy’s website (<http://www.aast.edu>).
* Editing the content of the Academy's website in English.
* Interpreter at the Academy’s Language Institute (usually of the seminars held with representatives of companies contracting with the Academy).
* **Consecutive interpreter** at the **seminars held between the ENR (Egyptian National Railways) Company and the international L-3 Company** at the headquarters of the Arab Academy in2009 and 2010.
* **Simultaneous interpreter** at the **meetings held between representatives of Arab countries on “Managing Chemical Waste and Controlling Maritime Pollution”** at the headquarters of the Arab Academy in 2011.
* Delivering **ESP** [English for Specific Purposes] lectures to students of the Academy.
* Delivering lectures on how to do research and write projects in English, as well as how to translate and summarize material related to the students’ projects and their specialization fields.
* A ready-when-needed interpreter at the Academy’s Simulation Centre and Conference Centre.

**Translation Editor (from June 2007 to September 2009)**

**At the International Washington Institute, Alexandria Branch**

* Editing and proofreading all types of translation items processed by linguists.
* Responsible for quality of translation tasks/outputs provided by linguists.
* Sending feedback to linguists on their translations.
* Providing newcomers of necessary training on language skills, translation, and Ops & Style Guide rules.
* Holding weekly meetings responding to questions, suggestions raised by translators regarding their work.
* Revising, compiling, and sending final translation products to customers after editing them.

**Senior Translator& Proofreader (from June 2006toJune 2007)**

**At the International Washington Institute**

* Translating all types of documents from Arabic to English & vice versa, providing quick turnaround and time-sensitive translations at any time.
* Promoted from basic linguist to senior translator only two months after joining the institute.
* Proofreading texts and revising translations of workmates upon the supervisor’s request.
* Interpreter (simultaneous and consecutive) for entities contracting with the institute at conferences, seminars, lectures, or gatherings held at hotels or public places.
* Liaising with freelancers and part-time translators working for the institute to ensure on-time delivery of translated items.
* Acting as a contact point between clients and translators.
* Making voice recording of translated texts or reports when required by the client.

**Part-time interpreter & translator (from 2006 until now)**

* Translating history books for the chairperson of the History Department, Faculty of Arts, Alexandria University (Damanhur Branch), **interpreting his speeches and lectures**, and providing him with **research assistance**.
* Interpreter of lectures delivered by Dr. Sabir Muhammad Juwayli, professor of Arabic Language and Eastern Studies at the Faculty of Arts, Alexandria University.
* Freelance translation and proofreading of all types of documents from Arabic to English and vice versa.
* **Providing translation courses to beginners**, and **creating video tutorials** for this purpose.

**References**

* Professor Ali Ahmad El-Sayed, **chairperson** of the History Department, Faculty of Arts, Alexandria University (Mobile: 002 01006235436).
* Mr. Nasr El-Din Mustafa, **general manager** of the International Washington Institute (IWI), Alexandria Branch (Mobile: 002 01221165315, website: <http://www.iwiegy.com/>).
* Professor Abir Rifqi, **dean** of the Language Institute at the Arab Academy for Science and Technology (Mobile: 002 01005753431, Academy website: <http://www.aast.edu>).
* Ms Jane Subramanian, **HR manager** at MEBS International (Mobile: 00974 5545 8758).
* Dr Sabir Muhammad Juwayli, professor of Arabic Language and Eastern Studies at the Faculty of Arts, Alexandria University. (Mobile: 0020 1204174616)
* The Egyptian Information Technology Institute (ITI), Alexandria Branch (Mobile: 002 033906924/5/6, website: <http://iti.gov.eg/>).

**Software**

* Microsoft Office.
* Microsoft Visual Studio (notably C Sharp and ASP.NET).
* Adobe Suite (notably After Effects, Flash, Soundbooth, and Photoshop)

**SKILLS**

* Efficient at giving presentations, delivering lectures, and designing video tutorials.
* Good at programming windows applications for students using C Sharp.
* Quick at learning languages (currently know some Persian and Spanish).
* Fluent in English, with a British accent, and fluent in standard classical Arabic.
* Quick at typing, with an average typing speed of 55 words per minute.

**PERSONAL INFORMATION**

* Date of Birth: 28 March 1984.
* Marital Status: Married with children.

**All relevant documents are available upon request.**