**Yasser Boubou**

**Translator**

**PERSONAL SUMMARY**

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language (English to Arabic and Arabic to English). A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of all issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

Would like to work as a translator for you company that offers great opportunities for career development and progression.

**WORK EXPERIENCE**

**TRANSLATOR since 2000 - Present**

Working as free translator providing a translation service to clients where needed. Involved converting documents and articles, especially that are related to **medicine, technology, computing and engineering, economy, trade and accounting in addition to other subjects** from English language into Arabic and ensuring that the finished converted articles relay the intended message as clearly as possible.

**Duties:**

Researching legal & technical phraseology to ensure the correct translation is used.

Liaising with clients to discuss any unclear points.

Providing guidance & feedback & creating customer-specific style guides.

Translation of documents from a Arabic language to English & vice versa.

Supporting the translation team with other projects when necessary.

Excellent English speaking and writing skills.

Retrieving articles from newspapers, magazines & the internet & translating them into English.

**KEY SKILLS AND COMPETENCIES**

Able to work to translate up to 4000 words a day with quality.

Familiar with translation software tools.

Able to fluently speak English and Arabic.

Excellent communication and social skills.

Able to work to tight deadlines.

Highly skilled in Word, Excel and Microsoft Outlook.

Highly skilled in Photoshop when dealing with photos to be translated.

Able to work under pressure.

Able to prioritize work.

**ACADEMIC QUALIFICATIONS**

BA of English literature, Tishreen University, Lattakia, Syria. 1990

**PERSONAL DETAILS**

**Yasser Boubou**

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**Available on WhatsApp and email at any time**

**DOB:** 18/05/1966

**Driving license:** Yes

**Nationality:** Syrian

**SKILLS Detail:** orientated, well organized, friendly

**Resources:** Available When requested