

# ABDULRAHMAN ADEL

TRANSLATOR, LOCALIZER, PROOFREADER, LINGUIST, TYPESETTER, DTP AND ART WORK SPECIALIST

## PERSONAL DETAILS

2 Boles Hanna St  
Dokki, Giza



+20 106 724 7193



[abdelrahman.adel62@gmail.com](mailto:abdelrahman.adel62@gmail.com)

## EDUCATION

### BACHELOR'S DEGREE OF ENGLISH LITERATURE

Faculty of Languages and Translation, Al-Azhar University — 2011-2016

## MY MISSION

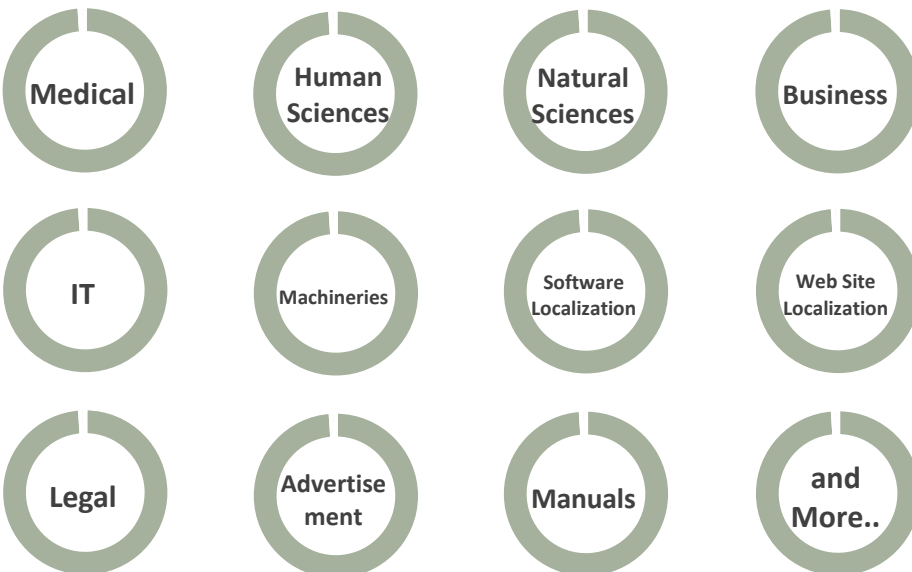
- To provide my client with the most accurate translation in the shortest period.
- To present my client with the best quality with the fairest price.
- To match my client's translation with the latest up-to-date terminology.
- To set the translation and localization industry standard for technology innovation.

## EXPERIENCE

Dedicated English-Arabic, and vice versa, translator with years of experience working in professional and scientific communities. Diverse translation work including proprietary scientific materials and large-scale executive organization documents.

A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries

## FIELDS OF SPECIALTY



## COMPUTER SKILLS

Adobe Programs:

Microsoft Office:

Trados:

In-Design:

Illustrator:

## LANGUAGES

English

Arabic

## RATES

Rate are negotiable and depends on the volume and type of the project.

## SERVICES

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### TRANSLATION

Translation into Arabic and English of Commercial Leaflets & Books, Sales Brochures, Legal Documents, Contracts, Certificates, Technical Manuals, Computer Manuals, Training Guides, Handouts, Local Authority Literature, Film Scripts and Packaging Materials. Other general subjects are considered upon inspection of text.

### PROOFREADING, REVIEWING & EDITING

Excellent command of proofreading and editing all the translation works. In case the translated subject is highly technical I communicate with other specialists to assist in delivering a very high quality work.

### LOCALIZATION

Localization of Computer Software, Menu Strings and Internet home Pages for PC Windows. Accepts files as HTML, Word for Windows, RTF, TEXT or in other common word processing and DTP software.

### TYPESETTING & DTP

Typesetting and artwork of leaflets, business cards, letterheads, brochures, manuals, guides, books and film subtitles into Arabic and English. Final copy is provided as a laser copy, bromide, film, PDF, outlined EPS.

## CLIENTS

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