

# Ahmed Abdul-Qawy Muhammed Abu-Taleb

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## SUMMARY

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Junior Translator with 2 years of experience in translation of documents, audio, and video. Excellent written and verbal communication skills in multiple languages. Strong ability to accurately convey the meaning and intent of source material.

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## EXPERIENCE

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### Translator

#### Cube Localization

May 2023 - Present, Cairo, Egypt

· Participated and yet still participating in translating at Amazon E-commerce Project.

### Junior Translator

#### Lingo Soft

September 2021 - November 2022, Giza, Haram

- Translated Huge E-commerce projects for Noon.com.
- Translated different Technical projects for (Huawei - Vivo).
- Translated Medical projects for MayoClinic.
- Translated marketing projects for Huawei-Azur.

### Telesales Agent

#### Outsourcing Skills

December 2020 - April 2021, Maadi, Cairo

· Sales Representative for a medical insurance company that sells medical braces and diabetes monitors.

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## PROJECTS

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### Global Translators Community

Coursera · February 2021 - Present

· Translated Phonology English Course with total words count 7000 words

### Volunter

Resala Charity Organization · July 2014 - August 2021

- Participated in Medical Services Activity for more than three years and helped in distributing free medicine and organizing the process of applying for different charity surgeries.
  - Distributed alot of clothes through charity galleries for clothes for about 4 years.
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## EDUCATION

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### Bachelor of Simultaneous Interpretaion in English Language

Minor in English Linguistics · Azhar Univesrsity · Nasr City, Cairo · 2021

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## CERTIFICATIONS

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### Arabic Proofreading Course

Ibn-Sina Academy · 2023

Certified In revising and proofreading Arabic documents.

### Legal & Organizational Translation

MENA "Middle East News Agency" · 2019

Certified In Basics rules of Legal & Organizational Translation

### CAT tools

Translation Club Corp. · 2018

Certified in translating using MemoQ, Trados and Wordfast.

### CAT Tools & Subtitling Programs

Cube Company · 2018

Certified in using Wordfast, Trados, MemoQ, Memosource, Aegsub and Subtitle workshop.

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## SKILLS

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### Translation & Localization

**Legal Translation**

**Subtitling**

**Transcription**

**CAT Tools**

**Technical Translation**

**General Translation**

**MS Office**

**Trados**

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## **INVOLVEMENT**

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### **English Instructor**

Azhar University in Cairo · Spread Your Skills Student Activity · September 2020 – September 2021

- Attended TESOL Courses for over 6 months.
- Participated in Conversation Club event for about 2 months as an instructor.
- Participated in English Course Event as an Instructor and held a group of beginners for a month, and the outcomes of the course were remarkable.