

## *Curriculum vitae*

### PERSONAL INFORMATION

Name: Rana Eid

Nationality: Saudi Arabian

Date of birth: 11/06/1976

MOTHER TONGUE: ARABIC

Freelancer Translator since 2010.  
Previously Director of the Administrative  
Affairs Department in several facilities

### LANGUAGE KNOWLEDGE

	ARABIC	ENGLISH	French
◆ READING	Excellent	Excellent	Excellent
◆ WRITING	Excellent	Excellent	Excellent
◆ SPEAKING	Excellent	Excellent	Very Good

Please use the following indications: elementary - fair - good - very good - excellent

### EDUCATION - TRAINING - EXPERIENCE

PERIOD	DIPLOMAS/QUALIFICATIONS OBTAINED/SOME CERTIFICATE/ AWARDS	UNIVERSITY, INSTITUTES, ETC.	COUNTRY
1996-2001	BA degree in Translation	King Saud University	Saudi Arabia
2006	English Certificate	Regent Oxford	UK
2008	DELTA B1	Centre Franco-Saoudien	Saudi Arabia
2012	Certified Professional Translator English<>Arabic<>French	Arab Professional Translators Society	Switzerland
2015	Experience Certificate	Cambridge Editing	Switzerland
2018	Certificate of Excellence	Ministry of Culture	KSA

### PROFESSIONAL EXPERIENCE

I have been working as a translator and Admin since 2004 and have translated approximately 30,000 pages in the following subject fields: IT, Education, Science, Law, Websites, and Organization.

2010-2022

Freelance translator, EN-AR, FR-AR

Working for many international translation agencies around the world and participating as a member of translation teams for a number of world's biggest web site in various domains.

Translation of documents for many customers in the following subject fields: public administration, administrative, IT.

### IT KNOWLEDGE IN RELATION TO TRANSLATION

MS Office, MS Word, MS Excel, MS PowerPoint, Cat Tools.

Desktop Publishing Tools: Adobe Reader

### CERTIFICATION

I, Rana Eid, hereby declare that all the information provided is correct and truthful, and that I am prepared to provide translation services related to the contract for the company.

### AWARDS

Recipient of Outstanding Translator Badge - Riyadh International Book Exhibition 2018