

## RIM BOUBOU

**Freelance Translator**

**English/French >Arabic**

## CONTACT

[rimbouou1@gmail.com](mailto:rimbouou1@gmail.com)

[linkedin.com/in/rim-h-boubou-89a8851ba](https://www.linkedin.com/in/rim-h-boubou-89a8851ba)

<http://www.proz.com/profile/3076108>

**Address:**

1bis Avenue Albert Einstein  
Lyon  
69100  
France

## OBJECTIVE

---

Resourceful and organized translator with exceptional verbal and written communication skills in French and English. Competent in converting concepts from source languages to equivalent concepts in target languages.

## PERSONAL ATTRIBUTES

---

- Perform job functions with consideration to thoroughness, accuracy, and neatness
- Maintain confidentiality of department information with no infractions
- Collect quality assurance statistical data as requested
- Perform quality improvement
- Transcribe and interpret the dictation into, operative reports, referral letters, and other documents.

## PROFESSIONAL SKILLS

---

- Excellent knowledge and use of grammar, spelling, and punctuation
- Excellent attention to detail
- Ability to meet deadlines and manage time effectively
- Ability to write in plain Arabic or French for an audience that includes some non-native Arabic speakers.
- Proficient in Word, Excel, PowerPoint, Translation Tools Use.
- Opportunities to develop new skills and progress my career.

## EDUCATION

---

Bachelor's Degree in Linguistics  
UNIVERSITY OF Lyon II