

# Walaa N. M. Mdookh

Professional Translator, Proofreader, Editor, Subtitler, Transcriber, Copywriter, Content Writer and Data Entry Clerk

Speed, quality and creativity are the core of my work.



+972595546487

Jamet Aldewal Al-Arabia St., Gaza, Palestine

<https://www.linkedin.com/in/walaa-nemer-mdookh>

<https://twitter.com/WalaaNemer>

live:.cid.d7df4c5361f68626

<facebook.com/walaa.nemer/>

<instagram.com/walaanemer>



## WORK EXPERIENCE

### Subtitler and Transcriber Self-employed

01/2021 - Present Gaza, Palestine  
Keeping abreast of transcription software updates and following patient and client confidentiality guidelines.

### Project Coordinator

Palestinian Friendship Center for Development and Social Developmental Forum

11/2011 - 10/2016 Gaza, Palestine  
Planning and assisting in the production of short films on women.

Contact: El-Hussain Yassin - 00972 59 4342002

### Content Writer

Self-employed and Green Top Tours Company

10/2008 - Present Gaza, Palestine- Istanbul, Turkey  
Developing related content for multiple platforms, such as websites.

### Arabic <> English Translator

Self-employed and Palestinian Contractor Union

09/2006 - Present Gaza, Palestine  
Converting content in the source language to equivalent concepts in the target language

### Data Entry Clerk

Self-employed

09/2006 - Present Gaza, Palestine  
Entering customer and account data by inputting alphabetic on keyboard.

## EDUCATION

### Ph.D. in Educational Management Atatürk University

11/2016 - Present Erzurum, Turkey

### M.Ed. in Fundamentals of Education The Islamic University of Gaza "IUG"

10/2012 - 08/2015 Gaza, Palestine

### B.A. in English Literature

The Islamic University in Gaza "IUG"

09/2006 - 06/2010 Gaza, Palestine

## SKILLS

Translation

Editing

Proofreading

Subtitling

Transcription

Formatting

Revision

Data Entry

Copywriting

Content Writing

Research

Summarizing

Teaching

Tutoring

Reporting

Planning

## FIELDS OF EXPERTISE

General, Technical, Business, Media, Law, Politics, Medicine, Engineering, Finance, Education, IT, Accounting, Travel, and Tourism.

## CERTIFICATES

Freelance Translation Course (01/2021 - 02/2021)

Al-Raed Center for Training and Development

Using Social Media in Lobbying Campaigns and Influencing Course (03/2016 - 03/2016)

Social Developmental Forum

Statistical Package for Social Sciences Course (SPSS) (06/2013 - 06/2013)

Small and Medium Enterprise Business Training

## LANGUAGES

Arabic ● ● ● ● ●

English ● ● ● ● ○

Turkish ● ● ● ● ○

French ● ● ○ ○ ○

## TOOLS

Kilgray MemoQ

SDL Trados Studio

Aegisub

WordFast Pro

Memsources

Microsoft Office

Subtitle Edit

Format Factory

Handbreak

Foxit Phantom PDF