

Abdul Qader Sharifi

CIVIL ENGINEER

PERSONAL DETAILS

Birth date

13-Mar-1994

Nationality

Afghan

Address

Kart-e-Naw, PD 8 Kabul - Afghanistan

Marital status

Married

CONTACT

 a.qader_sharifi@live.com

 0093 (0) 74 529 3704

Language Skills:

Dari: Native
Pashto: Proficient
English: Proficient

PROFESSIONAL EXPERIENCE

Interpreter/Translator

DYNCORP INTERNATIONAL

17-Feb-2020 - Till now

- Provide written translation of high profile documents from the local languages to English and vice versa.
- Provide quality check services on high profile documents.
- Provide simultaneous translation services using wireless technology in various leadership meetings.
- Assist in the development and conduct of training programs for Afghan counterparts.
- Archive translated documents for future reference.
- Develop strong working relationships with management at all levels.
- Provide a brief report of meetings.
- Perform other qualified duties as assigned.

Freelance Translator

ATR CONSULTING

10-Oct-2019 - 01-Feb-2020

- Transcribe survey recorded audio files from local languages to English language and vice versa.
- Translation of high profile documents (Health Care Policies and Procedures) from English to local languages and vice versa.

Interpreter/Translator

DYNCORP INTERNATIONAL

14-Mar-2018 - 15-Mar-2019

- Provide written translation of high profile documents from the local languages to English and vice versa.
- Provide quality check services on high profile documents.
- Provide simultaneous translation services using wireless technology in various leadership meetings.
- Assist in the development and conduct of training programs for Afghan counterparts.
- Archive translated documents for future reference.
- Develop strong working relationships with management at all levels.
- Provide a brief report of meetings.
- Perform other qualified duties as assigned.

Cultural Advisor and Translator/Interpreter

MISSION ESSENTIAL PERSONNEL, LLC.

02-May-2015 - 13-Mar-2018

- Provide written translation of high profile documents from the local languages to English and vice versa.
- Provide quality check services on high profile documents.
- Provide simultaneous translation services using wireless technology in various leadership meetings.
- Assist in the development and conduct of training programs for Afghan counterparts.
- Archive translated documents for future reference.
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- Provide a brief report of meetings.
- Perform other qualified duties as assigned.

Customer Care Employee

ETISALAT AFGHANISTAN

20-Aug-2013 - 24-Apr-2015

- Answer phones and responding to customer requests.
- Sell product and place customer orders in computer system.
- Provide customers with product and service information.
- Offer Up-selling of products and services to customers.
- Identify, research, and resolve customer issues using the computer system.
- Complete call logs and reports.
- Recognize, document and alert the supervisor of trends in customer calls.
- Recommend process improvements.

EDUCATION

Bachelor of Science in Civil Engineering

DAWAT UNIVERSITY

15-Mar-2014 - 20-Dec-2018

Certificate - Lean Six Sigma

LOCATION: RS HQ

15-Mar-2016 - 10-Aug-2016

COURSE DESCRIPTION: SIX SIGMA IS A METHOD THAT PROVIDES ORGANIZATIONS TOOLS TO IMPROVE THE CAPABILITY OF THEIR BUSINESS PROCESSES. THIS INCREASE IN PERFORMANCE AND DECREASE IN PROCESS VARIATION HELPS LEAD TO DEFECT REDUCTION AND IMPROVEMENT IN PROFITS, EMPLOYEE MORALE, AND QUALITY OF PRODUCTS OR SERVICES.

High School

SAYED NOOR MOHAMMAD SHAH MENA HIGH SCHOOL

15-Mar-1999 - 15-Mar-2011

Diploma of Information Technology (DIT)

IG INSTITUTE OF INFORMATION TECHNOLOGY


01-Jan-2008 - 01-Jan-2009

English Language Certificate

NOOR SCIENCE, ENGLISH LANGUAGE AND COMPUTER CENTER

01-Jan-2007 - 01-Dec-2009

REFERENCE

-  Name: Michael A. Stevens
Company: CTR Dyn-Intl
Relationship: Supervisor
E-mail: Michael.a.stevens34.ctr@mail.mil