**Amira Arwa Assaf**

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**Career Objective:**

Seeking a position as a translator utilizing my proven ability to translate written documents from English and French into Arabic and vice versa \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Education:**

**2015: -Lebanese International University, Bekaa**

B.A in translation and interpretation

GPA: 3.5 over 4

Related courses include: Medical translation(B+), General translation(B+), Journalistic translation(B+), International organizations: basics and facts(B+), Translation of the UN documents(A), Computer-assisted translation(B+), Translation Studies(B+), Onsite interpretation(B+), +), Technical translation (B+), Legal translation(A) , scientific translation(B+), economic translation(B+), literary translation(B+), Simultaneous interpretation(B), Consecutive interpretation(B)…

**2012: -Al-Rafid High School**

Baccalaureate in Literature and Humanities (First position over Bekaa region- 10th position over Lebanon)

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**Skills:**

**.Computer skills:** -Strong knowledge with Word, Excel 1 and 2, Power point

- Familiar with translation software tools

**.Language skills:**

-Arabic (native)

-English (fluent speaker and writer)

- French (Niveau DELF B1 du Centre Culturelle Française)

- Italiano (Basic)

**. Translation skills:** - translated different types of texts from English and French into Arabic and vice versa

-Interpreted documents of international organizations and videos from Arabic into English and vice versa

-Summarized texts in Arabic, English and French

-Familiarized with the terminology used in International organizations documents, medical, technical, legal, , economic and scientific fields of translation

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**References**: Available upon request