



# Fatemeh Ghazi Birjandi

**Certified English Language  
Translator and Translation  
Agency Manager**

DoB: 1983/9/21  
Marital Status: Married

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Tehran, Iran

## About

Certified English <> Persian Translator with over 10 years of experience /

## Education

### Master of Translation Studies

Branch: faculty of Foreign Languages  
Institute/University: Allameh Tabataba'ie  
University  
2006 - 2009  
GPA : 17.52

### Bachelor of English Language and

#### Literature

Branch: Faculty of Humanities  
Institute/University: Ferdowsi University of  
Mashhad  
2001 - 2005  
GPA : 17.48

## Work Experiences

### Certified English Language Translator

Company: Roshana Translation Agency  
From January 2018

#### Tasks and Achievements

- Translation Agency Manager and License Owner with a crew of over 80 staff and freelance translators of different languages in our team
- Offering Translation, editing proofreading services between various language pairs ( mainly English, Persian, Arabic, Turkish, German, French)
- Certified translation services for all varieties of notarial documents ( e.g. identification docs, Powers of attorney, affidavits, educational degrees, etc) between various language pairs ( English, Persian, German, Turkish, Arabic, French, Russian, etc.)

### Freelance translator and certified translator assistant

Company: Masoud Official Translation Bureau

August 2015 - December 2017

#### Tasks and Achievements

- freelance translator of various texts in different subjects such as general texts (e.g. catalogs and brochures, manuals etc.), business correspondence, marketing, management, fiction, literature, history, art, etc.
- certified translator assistant : preparing drafts of legal translations of official documents

## Skills

sdl trados

Microsoft Office

MemoQ translator pro

Subtitle workshop

## Languages

### English

Reading Level ● ● ● ● ●  
Writing Level ● ● ● ● ●  
Speaking Level ● ● ● ● ●  
Listening Level ● ● ● ● ●

### French

Reading Level ● ● ● ● ●  
Writing Level ● ● ● ● ●  
Speaking Level ● ● ● ● ●  
Listening Level ● ● ● ● ●

### Arabic

Reading Level ● ● ● ● ●  
Writing Level ● ● ● ● ●  
Speaking Level ● ● ● ● ●  
Listening Level ● ● ● ● ●

## Social Network



+989120442931



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## freelance translator

Company: Transnet Translation Agency  
(www.transnet.ir)

February 2012 – July 2015

### Tasks and Achievements

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- Translation of different types of texts such as general texts (letters, catalogs and brochures, manuals, newspaper articles, etc.), articles, book sections and essays in different academic fields for instance marketing and management, arts, history, IT, literature, journalism, religious texts, designing and fashion, and many other academic fields, etc.
- editing and proofreading

## Instructor

Educational Institutions: Imam Reza  
International University

July 2009 – January 2012

### Tasks and Achievements

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- instructor of English translation courses (such as Translation of Simple English texts or Principles of Translation) to students of English Translation Programs
- Instructor of English for specific purposes courses to students of different majors of humanities

## Certificates

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### Certified translator license ( License No. : 1007)

Institute: the Judiciary of I.R. Iran

Date: October 2017

## Researches

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### Snow Like Ashes

Publisher: Baazh Publication House

Date: 2017

Translation of the first volume of a trilogy in the genre of fantasy fiction written by sarah Raach.

Link : [www.baazhbook.com/product/178/](http://www.baazhbook.com/product/178/)- کتاب

برف-چون- خاکستر-جلد-1-برف-چون-خاکستر

### Ice Like Fire

Publisher: baazh Publication House

Date: 2018

Translation of the second volume of a trilogy in the genre of fantasy fiction written by sarah Raach.

Link : [www.baazhbook.com/product/515/](http://www.baazhbook.com/product/515/)- کتاب

چون- خاکستر-جلد-2-یخ-چون-آتش