**Fitsum Berhane CV**

### **Personal Information**

**Full Name**: Fitsum Berhane Gebre’egziabiher

**Sex**: Male

**Marital Status**: Single

**Date of Birth**: February 23 – 1986

**Place of Birth**: Mekelle

**Nationality:** Ethiopian

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### **Education**

**B.Sc. Computer Sciences from Sheba University College**

**September 2006 - August 2010**

### **Professional Experience**

**ProBe'er Editing and Translation Services - 2017 – Present**

***Translator and Editor***

* Convert text and audio recordings from one language to one or more others
* Ensure translated content conveys original meaning and tone
* Prepare subtitles for videos and online presentations
* Cross-reference specialized dictionaries and translation tools to check quality of translation
* Proofread translated texts for grammar, spelling and punctuation accuracy
* Follow up with internal team members and clients to ensure translation meets their needs
* Edit content with an eye toward maintaining its original format (e.g. font and structure)
* Network with field experts to stay current on new translation tools and practices

**Meqeret Tigrigna (An online arts website) - September 2008 – June 2012**

***Web Admin and Content Editor***

* Produce and publish new content in a creative way in Tigrigna language.
* Liaise with clients and in-house team members to decide on new posts
* Oversee layout (images, graphics, videos and artwork)
* Check content for accuracy
* Proofread and edit material
* Collaborate with professionals (e.g. web designers, marketing executives and photographers) to improve article presentation
* Use SEO and social media
* Ensure content is up-to-date
* Comply with copyright and privacy regulations
* Monitor website’s traffic to measure popularity

**Healing Hands of Joy (Humanitarian organization working in after Fistula rehabilitation based in Mekelle) Since August 2014** *(I still work as a freelance transcriber as needed)*

***Transcriber***

* Transcribe documentaries
* Transcribe accurately and edit any inconsistencies
* Transcribe and interpret the dictation
* With in-depth knowledge of the English language, perform translation of written text from foreign language(s) into English (and vice versa) in various business and social settings.
* Organize translated material and finalize translation according to set standards regarding order, clarity, conciseness, style, and terminology.

**YEHA Technologies PLC – November 2015 – October 2017**

***Software Developer and Web Admin***

* Create a variety of models and diagrams (such as flowcharts) that instruct programmers how to write software code.
* Ensure that a program continues to function normally through software maintenance and testing
* Edit and modify web contents on the aspects of language.
* Periodically update, modify and edit web contents of customers based on their needs.

**Society of International Missionaries Ethiopia (S.I.M) Mekelle Youth Center**

***System and Network Admin -* November 2005- November 2010**

* Provide translation and transcribing support to expatriates on their educational activities.
* Teaching basics of computer for beginners both in Tigrigna and English language.

**Key Skills**

***Technical Skills***

- Microsoft Office - Word, Excel, Access and Microsoft Project

- Wordpress CMS - Web based content management system for websites designed using Word Press

- Professional typing skill – English Keyboard, Power Ge’eze Keyboard

***Language:***

 Reading Writing Speaking

- Tigrigna – Native Language

- Amharic *Fluent Fluent Fluent*

- English *Fluent Fluent Fluent*

**Hobbies**

Reading Magazines, Newspapers, Books, Writing articles on Facebook and Twitter, Actively participating in social affairs on Social Media, Watching news enthusiastically and writing own analytics on social affairs, listening local radio and watching television.

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