**Magdy Taha**

+201003887879

Hayahtranslator@gmail.com

23 Mahmoud Ghoneim St, sixth District, Nasr City, Cairo, Egypt.

***Personal summary***

A multi-skilled, capable and reliable translator with a proven track record in translation from Arabic to English and vice versa. A Self-motivated, quick-learner with ability to absorb new ideas and deliver the outcome through clear and effective communication with people from a multitude of social & professional backgrounds.

My previous experiences include, in addition to being a fully qualified and licensed Doctor as a General Practitioner, a 20-year tenure at the Saudi Arabian Airlines, exiting the field as a Cabin Purser (Supervisor's second in command), a career that developed full diversity awareness and respect for all multicultural backgrounds along with a high capability of adapting to vital and pressing challenges through operational experience and professional conduct.

My interest is in expanding my expertise in the translation and other language services through collaboration with a successful and diversified organization, operating in a professional environment that supports mutual growth.

***Chronology***

Arabic-English Translator ***2008*** – Present at Hayah International Academy (an IB and American Diploma accredited institution).

* Translation of documents, letters, presentation, publications of the school from English to Arabic and vice versa.
* Reviewing and proofreading of Arabic text.
* Researching and generating new ideas to help enrich education documentation.

Biology tutor (American Diploma) 2004-2006

Flight crew (Saudi Arabian Airlines) 1983-2002

General Practitioner (Egyptian Ministry of Health) 1982-1984

Medical Intern 1980-1981.

***Education***

**Cairo University, December 1979**

**Bachelor of Medicine**

***Skills***

Translation software tool used: SDL Trados 2011/2014/2015.

Professional and effective communication and social skills.

Efficient time management and ability to accommodate tight schedules.

Exceptional skill in utilizing Microsoft Office applications (Word, Excel, PP, Publisher and Visio) as well as additional tools and programs e.g. Nitro PDF for editing and creation of PDF documents. Extensive training in service and safety (including PR, Sales, Passenger coordination, Safety Procedures, etc.) broadening my background in various fields.

***References***

Mrs. Abeya Fathy

Head Principal, Co-Founder at Hayah International Academy

Executive Owner Representative

[afathy@hayahacademy.co](mailto:afathy@hayahacademy.com)m