**Mahmoud Helmi**

**English > Arabic**

**A Full-time Freelance Translator**

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**P**ERSONAL **D**ATA

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**E**DUCATION

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| 2001-2005 | Bachelor of Arts, English language and Literature Dept., Faculty of Arts, Cairo University, Egypt.  |
| 2005-2013 | A handful of trusted and prestigious translation agencies. Hands-on experience in translation business. Many self-taught courses and books in various fields and general readings. I'm a "book worm" so to speak! and an *avid* and *perfectionist* researcher!  |

**E**XAMPLES OF **P**ROJECTS:

* 350,000 words over 5 months of the highly prestigious ***Comprehensive Plan of Makkah and Madinah***. The project was translated for a Canadian company (Moriyama & Teshima Architects) for the benefit of the Saudi government (represented by DCOM, DCOMM & DCOMMM). This project is one of the most important urban design projects in the Middle East. It covers the urban design of Mekkah and Madinah over the next 30 years.
* the International Arabic version of the huge UN Development Programme’s report entitled *"****Fighting Climate Change: Human Solidarity in a Divided World*".**"(2007/2008) (80,000 words). The project was done over less than 30 days. The Arabic translation was published on the UNDP site, and can be directly viewed- and downloaded- from the following UNDP link: <http://hdr.undp.org/en/reports/global/hdr2007-2008/chapters/arabic/>
* ***The Future of Political Islam*** a book by Graham E. Fuller, the former vice-chairman of the National Intelligence Council at the CIA. (roughly 96,000 words)
* ***Mediation in International Child Abduction Cases*** (A lengthy guide by the European Union) (About 55,000 words)
* ***Forensic Examination Missions by Medical Teams Investigating and Documenting Alleged Cases of Torture, Operational Manual***, for International Rehabilitation Council for Torture Victims (IRCT)
* More than 100 articles of the ***Forced Migration Review***, published by the Refugee Studies Centre in the Oxford Department of International Development, University of Oxford. The issues of this review can be downloaded from the following website: www.fmreview.org
* ***Camp Management Toolkit*** for the Norwegian Refugee Council/The Camp Management Project (NRC) (89,000 words)
* A huge number of references and Academic articles for Master and Doctorate dissertations.
* Many big projects (tutorials and training materials) for Kuwait Oil Company (KOC), Kuwait National Petroleum Company (KNPC),
* **Celebrating Pluralism: Art, Education, and Cultural Diversity**, a book by F. Graeme Chalmers.
* Quality Manual of Abu Dhabi Quality and Conformity Council (QQC). (7,500 words)
* More than half the encyclopedic book **"The Art Museum as Educator: A Collection of Studies as Guides to Practice and Policy**." (no less than 450 pages)
* So many projects **for the International Congress of Supreme Audit Institutions (INCOSAI), The International Organisation of Supreme Audit Institutions (INTOSAI), the African Organisation of Supreme Audit Institutions (AFROSAI)** and other related organizations.
* "Beauty" a book by Roger Scruton. (55,000 words)
* Industrial Strategies to Enhance Diversification and Competitiveness in the Kingdom of Saudi Arabia, by the Ministry of Saudi Arabia. A report for the United Nations Industrial Development Organization (UNIDO), Vienna, December 2006).(80,000 words)
* Islamist Movements and the Democratic Process in the Arab World: Exploring the Gray Zones, Carnegie Endowment for International Peace, March 2006.
* Counterinsurgency Strategy in Iraq, a 22,000 –word report.
* Preventing Catastrophic Nuclear Terrorism, by Charles D. Ferguson. (10,500 words).
* Saddam's Delusions, The View from the Inside, By Kevin Woods, James Lacey, and Williamson Murray, Foreign Affairs, May/June 2006 (8,600 words).
* Information Security Policies Manual of Abu Dhabi Education Council.
* US National Defense Strategy (12,000 words).
* **Internet Development Plan: Gap Analysis**, a lengthy report (about 60,000 words) for the Communications and Information Technology Commission (CITC), Saudi Arabia.
* Daily forex articles over one year for [**http://www.forexblog.ae**](http://www.forexblog.ae), a forex-related website that publishes daily economic and forex reports and articles.
* A Visual Introduction to Bears (Animal Watch Series) a book by Bernard Stonehouse (48 pages).
* Training materials about fighting money laundry **(Advanced Certificate in AML).**
* KNPC Experienced Firefigher Course by Fire Service College Moreton in Marsh, England (topics included Hydrogen Sulphide H2S, Incident Command System, Petrochemical Incidents, LPG & Compressed Gases, Hazardous Materials Decontamination, Hazardous Materials Marking Systems, Knots & Lines) (18,500 words)
* The Training Session for the Arab Jurists on the International Criminal Court "ICC", by Mr. John I. Washburn, coordinator of the NGOs American Coalition for the Establishment of the ICC.
* Progress in International Criminal Law, by Jonathan I. Charney, the American Journal Of International Law.
* The Permanent International Criminal Court: An End To The Culture of Impunity, by Dominic McGoldrick, August 1999 (9,700 words).
* A huge amount of references for a doctorate dissertation on electronic media production, video cameras, techniques of special effects, documentary films, etc. (257 pages).
* **Patient Handbook on Stem Cell Therapies**, by the International Society for Stem Cell Research (ISSCR).
* 20,000 words for Media Diversity Institute (MDI) in Egypt.
* **Media Literacy in Europe: Controversies, Challenges and Perspectives**, a book by EUROMEDUC (European Union) (about 50,000 words).
* Franchise Agreement between EUROPCAR INTERNATIONAL S.A.S.U and undisclosed franchisee (6,700 words).
* **Birds of Prey: Health & Disease, 3rd edition,** by John E. Cooper. (354 pages)
* Activity Report of **Cockerill Maintenance & Ingénierie (CMI Group)**. (11,000 words)
* **The Sanhuri Code, and the Emergence of Modern Arab Civil Law (1932 to 1949)**, a book by Guy Bechor (1999) (340 pages)
* The 2006 Annual Report of Dexia Group, a Franco-Belgian financial institution active in public finance. (33,000 words)
* Articles about health care for Jefferson City Medical Group (JCMG) (including, but not limited to, preventing heart disease, child care, breast cancer, lung cancer, ADHD, Conduct disorders, Diabetes Mellitus Types 1 & 2, Bone cancer, Breast-feeding positions, Asthma, Allergic Rhinitis, tension headache, stroke, HIV/AIDS, High Blood Pressure during pregnancy, diabetes in pregnancy) (78 pages or 27,900 words).
* 10 news articles for a magazine published by American Ministry of Defense.
* Alzuabi, A. Alzuabi, A. (2000, April). Culture and work in Kuwait: An anthropological viewpoint. International Conference, Kuwait University. Kuwait (6,700 words)
* Tribe and Tribesmen in Kuwait: A Historical Study of the Tribal Structure, a 6,500-word report.
* Evaluation of the quality of drinking water in regions of Greece, ScienceDirect (5,000 words)
* A number of Vodafone correspondences, from the Headquarters of Vodafone to Vodafone Egypt.
* General Security Instructions by Kuwaiti petroleum company, a top secret document. (7,000 words)
* A book chapter entitled "Structuring the Bid" (11,000 words).
* Study Guide on Free Trade Zones, published by the Centre for Customs & Excise Studies.
* Chapters of Sociology: The Key Concepts (Routledge Key Guides), by John Scott.
* Request for Proposal for a Time Management System (Time Attendance) by the National Assembly in the State of Kuwait.
* *Preventing Catastrophic Nuclear Terrorism*, an article by Charles D. Ferguson, Council on Foreign Relations (12 pages).
* A book about First Aids.
* Co-translation of **Chew on This, Everything You Don't Want To Know About Fast Food**, a book by Eric Schlosser & Charles Wilson. Houghton Mifflin.
* Supervisory Skills: A Facilitator's Guide, a course by The International Development Law Organization (IDLO).
* A large number of doctorate and academic material about entrepreneurial universities.
* Basic Appraisal Procedures (22 Modules), by the Appraisal Institute (USAID), March 2006. (25,000 words).
* ***A Tool To Develop The Use Of Solar Energy In Mediterranean Basin: The European Solar Radiation Atlas (Esra)*** (16 articles, 42,000 words).
* Evaluation report of the Regional Transport Action Plan For The Mediterranean Region (RTAP 2007-2013) (22,000 words)
* **Leadership**, a book by Donald Clark (54,000 words)
* **Power Sharing in Iraq**, a report by David Phillips..
* **Performance Appraisal Guidelines** of Gulf Takaful Insurance Company in Kuwait.
* The Annual Report of Arab Banking Corporation (ABC Group) (2008).
* Training Materials about Decision Making and Problem Solving.
* A collection of teaching material about **Information Lifecycle Management**, for a professor in the Faculty of Commerce. (29,000 words)
* A collection of 172 dissertation abstracts. (49,000 words)
* The 2007 Annual Report of Aerated Concrete Industries Co K.S.C (ACICO), a Kuwaiti company. (31 pages)
* ***Doing Business in Algeria: A Country Commercial Guide for U.S. Companies***, for U.S. Department of State, 2007. (11,000 words)
* Business Correspondences between the Regional Manager of the Regional Office of a renowned international car manufacturer in a Gulf country and the Chief of Department of Commercial Agencies in the Ministry of Commerce and Industry in another country.
* A book chapter on human resource management (HRM). (25 pages)
* **Selection Process**, a book chapter about the selection process of workforce in HR activities and the EEOC's Uniform Guidelines. (12,000 words).
* An E-newsletter for People to People International Organization, presided by Mary Jean Eisenhower, the granddaughter of President Dwight D. Eisenhower.
* **Security Manual for Kuwait National Petroleum Company (2007), issued by Authority DMD Shuaiba Refinery (KNPC)**, KNPC Policy and Procedures Manual & ISPS Code.
* A website for a cosmetic dentistry clinic (4000 words).
* Training material for CIPD diploma in Human Resources (HR) Practice.
* A lengthy report about dumping in local and international markets, with a special focus on steel industry (19,000 words).
* A lengthy report about education, relationship between education and both economy and sociology, education's role in social and economic development, economic duality of education, education and human capital, education funding and influential factors on educational budget. (24,000 words)
* KNPC Breathing Apparatus Handbook Course by Fire Service College Moreton in Marsh, England. (12,000 words)
* A report about social policy, social welfare & welfare state, by John Baldock, Nick Manning, Sarah Vickerstaff (8,000 words).
* A report entitled" Small Enterprises and Handicraft Industries in the Arab world as Instruments of Development", issued by a Qatari symposium on "The Success Requirements for Small Enterprises and Their Sustainability". (22,000 words).
* A study on the Mental Health of Children (disabling mental illnesses, physical activity, sexual behavior, violence and unintentional injury, etc) (9,500 words).
* ***Leadership: Managing a Multicultural Organization***, by the Director of the Training Department in the Abu Dhabi Police General Directorate.(18 pages)
* Course description at English Language Institute of The University of British Columbia.

***And so many other projects that are either small (<5,000 words), have no apparent title, or strictly confidential or top secret, or on subjects I have no intention to receive projects similar to their type.***

**Some of my clients' feedback (not updated yet):**

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| ***"Mahmoud,******You are the best...great job. send your invoice...I hope to have more work for you.******The client was very pleased.******Regards"***E\*\*\*\*\* International \*\*\*\*\*\*\*\*\* Inc.(\*\*\*)\*\*\*-\*\*\*\*www.\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*.com |
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