UKAMAKA MELISSA

**TRANSLATOR FRENCH>ENGLISH>FRENCH**

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I have completed a Master of Arts degree program in Translation in the University of Buea. I also hold a first degree in Bilingual Studies with a double major in English and French language. With more than 2 years experience in the Cameroonian Corporate world with exposure to both Francophone and Anglophone business norms in various positions, I am well placed to negotiate cultural mediation between both civilizations. I am Cameroonian of Nigerian origin, single and willing to relocate. I am currently learning Arabic as a third working language.

### Work Experience

I have been working as project manager in a virtual agency of freelancers in the local market from 2013, and in fact all the projects handled were tight to various extents. This has helped me gain insights into the translation market and develop strong team work skills. I perfectly manage stress, work under pressure and respect deadlines. The following is a table showing my most recent projects (samples available upon request).

|  |  |  |  |
| --- | --- | --- | --- |
| **Job Owner** | **Domains covered** | **Word Count****(approx.)** | **Date** |
| African Alliance Insurance plc.61, Marina Lagos, Nigeria. | Taxation | 10,405 | March 2015 |
| Human Resource Management | 5,765 | March 2015 |
| Multilateral/Multinational organization Insurance | 3,541 | March 2015 |
| Company policies | 4,653 | March 2015 |
| Audited accounts | 102,966 | March 2015 |
| Guaranty Trust Bank plc. Lagos, Nigeria. | Letter of reference | 4214 | March 2015 |

### Education

**2014**

Master of Arts in Translation from the Advanced School of Translators and Interpreters, University of Buea, Cameroon

**2012**

Bachelor of Arts degree: Bilingual Studies with a double major in English and French language, University of Buea, Cameroon

### Translation Software

I posses working mastery of Microsoft Office applications, **SDLTrados**, **Wordfast and Subtitle Workshop,** having learned all these in University

### Seminars and Workshops

|  |  |  |  |
| --- | --- | --- | --- |
| DATE | NATURE | ORGANISER | THEMES |
| March 2014 | 1 – Day Seminar | Dr SAKWE, Lecturer, ASTI | Research Methodology |
| April 2015 | 1 – Day Seminar | APTIC | Becoming a translator |
| July 2015 | 1- day Training Seminar | Mediatures Academy | File Formats in Translation |

### Specialization and Skills

As a professional I am able to translate and interpret all sorts of material in my working languages. I can translate all general texts and equally translate in the following domains: Economics, Insurance, Law and Petroleum. I can also:

* effect proof reading and revision of English translations
* localize software and user manuals for all English speaking locales
* effect business and marketing communication (copywriting)
* do subtitling and transcription of audiovisual productions
* do simultaneous and consecutive French>English interpreting
* teach English at all levels and French as second language
* manage turnkey language services projects
* create and manage translation memory storage systems

**References**

**Dr Suh Joseph Che**

Associate Professor, Director of ASTI

Tel: 237 77 35 25 00

**Mr Ateba Ngoa Moise**

CEO, Mediatures Academy,

Buea, Cameroon

Tel: 237 75416166

**Declaration:**

I hereby declare with my conscience that the above information is true and that I can work with people of diverse cultural backgrounds and easily adapt to new situations.

Done in Yaoundé on 05 September, 2015