



Date of birth: 30/03/1984 | **Gender:** Male

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WORK EXPERIENCE

Online Freelance Translator (English<>Arabic)

Online

16/01/2010 – Current

- Translating document and articles
- Editing, revising, and proofreading texts to be sent to the clients.
- Transcription and subtitling of films and videos and lectures.
- Using IT skills like "CAT and DTP Tools" to give the best translation.
- Dealing with different clients and agencies.

Teacher of English

Personal business

03/02/2016 – 03/02/2017

- Teaching language skills for students with various levels.
- Teaching techniques and methodologies.
- Writing lesson plans, portfolio, and worksheets.
- Preparing remedial and revision materials.
- Carrying out extra-curricular activities for learners.
- Taking special care of high achievers to increase their level.

Tutor of English

Personal business

05/04/2015 – 04/01/2016

-
- Using various methods and techniques of teaching English.
 - Reinforcing the weak points within the students.
 - Teaching low achievers to learn the basics of English.
 - Preparing remedial and revision materials for students.
 - Training learners for final and midterm exams.
 - Facilitating language skills for pupils.

EDUCATION AND TRAINING

El karmel High School

High School Certificate "Tawjehe"

01/09/2001 – 25/07/2002

Level in EQF: **EQF level 3**

General

- Islamic Education
- Arabic Language
- English Language
- Mathematics
- Physics
- Chemistry

- Biology
- Management & Economy
- Information Technology

Islamic University of Gaza "IUG"

B.Sc. in Civil Engineering

01/09/2002 – 02/06/2007

Level in EQF: **EQF level 6**

General

- Interest in Civil and structure works
- creativity and imagination
- problem-solving skills
- the ability to work as part of a team
- practical and technical skills
- a detailed and methodical approach to their work

Occupational

- CAD Drawing

Turkish Ottoman Cultural Center

Advanced Conversation Course

01/03/2018 – Current

- Daily **conversation** without fear.
- Improved pronunciation.
- **Advanced** grammar **skills**.
- Modern vocabulary for daily life.
- Presenting information without stress.
- Interacting with & understanding native speakers.
- Starting and maintaining **conversations** with ease.

AlRaed Center

Professional freelance Translation Course

01/02/2019 – Current

-
- Excellent writing in my native language
 - Excellent reading and comprehension in my source language
 - Cultural knowledge in both my target and source language
 - The ability to specialize in one or a few subject areas
 - Good computer and keyboarding skills
 - A knack for customer service (for tasks like contacting clients, talking to them, and collecting payments)
 - Self-motivation, organization, and discipline

Islamic University of Gaza

Arabic-English Translator

03/06/2013 – 04/06/2018

-
- Editing and revising translated documents for clients.
 - Proofreading the files to give the final version of translation.
 - Translating texts from English to Arabic and vice versa.
 - Formatting the documents to match the source one.
 - Interpreting for colleagues and learners.
 - Revising the texts to give a perfect translation.

LANGUAGE SKILLS

Mother tongue(s)

Arabic

Other language(s)

English

Listening



C1

Reading



C1

Spoken interaction



C1

Spoken production



C1

Writing



C1

RECOMMENDATIONS

- Available upon request.

ORGANISATIONAL SKILLS

Organisational skills

Managerial Skills

- Communication and Interpersonal Skills
- Time management.
- Successfully meeting strict deadlines.
- Time management.
- Decision-making ability.
- Analytical skills gained through my work as.
- Ability to cooperate and work within a team, as well as work individually.

Organizational Skills

- Creating and keeping deadlines.
- Delegation.
- Goal setting and meeting goals.
- Decision making.
- Managing appointments.
- Team management.

COMMUNICATION AND INTERPERSONAL SKILLS

Communication and interpersonal skills

- Speaking English fluently gained through advanced conversation course
- Interpreting complex texts into easily readable material gained through professional freelance translation course
- Speaking in front of large groups gained through advanced conversation course
- Excellent written and verbal communication skills gained through my experience as a teacher.
- Excellent presentation gained through my study at university
- Speaking in public, to groups, or via electronic media gained through advanced conversation course
- High communication skills gained throughout my experience as a teacher

JOB-RELATED SKILLS

Job-related skills

Job-related Skills

- Acting as a Team Player and taking a leadership role when appropriate.
- Working under pressure.
- Translating any text from Arabic to English and vice versa.
- Using various methods and techniques of translation.
- Language proficiency.
- Ability to Work Without Supervision

- Respecting the deadlines.
- Keeping personal details confidential and safe.
- Communicating perfectly with clients and agencies.

CAT TOOLS

CAT Tools

- MemoQ 2018
- SDL Trados Studio 2019
- Wordfast

DTP TOOLS

DTP Tools

- Adobe Illustrator CC 2019
- Adobe Photoshop CC 2019
- Foxit Phantom PDF Business v7.1.5.0425

OTHER TOOLS

Other tools

subtitle editor tools :

- Aegisub-3.2.2
- Subtitle edit

Screenshooting tools :

- Lightshot .
- Snagit .

screen recording tools :

- fastStron capture .

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