

Reem Aladhami

Amman, Amman, Jordan

00962776041419 - reemwh16@gmail.com

Professional Summary

Precise Translator with expert English and Arabic abilities. Skilled at keeping original meaning and intent of documents with understanding of idiomatic expressions. Handles high workload and diverse documents with excellent work ethic.

Skilled multilingual Translator with 15 years of experience in translations. Reads and translates variety of written material. Orally translates language simultaneously or consecutively with speakers. Skilled team player with strong background in all environments. Works well independently to handle assignments and always ready to go beyond basics assignments. Quick learner with good computer abilities.

Skills

- Interpret language
- Translate documents
- Team Translation
- Organization
- Check context
- Confidential Information Protection
- English and Arabic fluency
- Translation Revisions
- Networking
- Verbal communication
- Creative thinking

Experience

06/2021 to Current **Freelance Translator**

Self employee - Amman

Translated Legal documents in Arabic and English dealing with the Shari'a Court, and other legal documents such as birth certificates, Custody, dependents, Etc. also, medical, technical and novels.

- 01/2021 to Current **Arabic and English Translator and Interpreter**
High Court - United Kingdom
Translated legal documents in Arabic and English dealing with Family cases, Asylum and Refugee matters. Interpreted over the phone to Arabic people.
- 09/2016 to 10/2021 **Freelance English to Arabic Translator**
City Council
- Interpreted and translated all information in target language precisely ensuring data confidentiality.
 - Adapted translations to match the knowledge, skills and culture of the target audience.
 - Recognized for accurate, complete, quick and clear interpretations and translations, aligned with cultural references, slang and regional differences in mother tongue.
 - Supported people as an interpreter.
- 08/2006 to 02/2016 **English and Arabic Translators and Interpreter**
Baghdad Channel Satellite - Amman, Jordan
- Translated many TV programs, press conference from Arabic to English and vice versa. Journalist and media translation, social , contracts translation.
 - Attended meetings to provide accurate consecutive translations of conversations between members.
 - Listened to non- Arabic video dialogue and developed translation into target language to prepare subtitle scripts.
 - Provided detailed reports of all translation requests and prioritized to meet delivery expectations.
- 01/2008 to 05/2010 **Free Lance Translator**
Control Call Company for Telecom - Jordan and UAE
- Translated texts to send as messages from Arabic to English in different subjects such as General, Medical, Health, and cosmetics translation.
- 09/2001 to 07/2005 **Translator and Interpreter**
Iraqi Oil Ministry - Iraq
- Translated documents in Arabic and English.
 - Reviewed final works to spot and correct errors in punctuation, grammar and translation.

- Communicated effectively with clients to establish scope and requirements of translation, following up after submission of work to confirm satisfaction and understanding.
- Interpreted conversations simultaneously to help both parties conduct business.
- Provided verbal summaries of non-English documents for immediate use.
- Interpreted marketing and legal documentation in international locations.

Education

10/2022	Diploma in English Legal Translation: Legal Translation Metropolis Academy - Amman, Jordan
01/2022	Master of Arts: TESOL Roehampton University - London, United Kingdom
10/2015	Diploma : Montessori Theories AlRiyadiah - Amman, Jordan

Languages

Arabic, Native

English, Bilingual

Dutch, Intermediate

Affiliations

- Member of Iraqi Translators' Association.
- Member of Jordanian Translators' Association.
- Member of Arab Translators' Association.