



SAYED EHSAN ANDARABI TRANSLATOR AND EDITOR

KABUL, AFGHANISTAN
+93 (0) 790 050 463
SAYEDEHSAN57@GMAIL.COM
LIVE: SAYEDEHSAN57

SKILLS AND PROFICIENCIES

- Excellent verbal, written, and interpersonal skills;
- Good time management and organizational skills;
- Proficient in Microsoft Office, content management systems, and social media platforms;
- Revising, editing, proofreading, and formatting skills;
- Monitoring web, email, and social media;
- Analytical thinking, teamwork, and collaboration;
- Research skills, including the internet (online) research
- English, **Dari** (Mother Language), Pashto, Arabic.

WORKSHOPS AND COURSES

Pre-Employability and Self Development Training Program- USWDP, 2018;
Management and Leadership Training at MLEO- 2016;
Basic Research Methods for Social Science at ACKU, 2015.
6-month training "Media Law and Freedom of Speech"-Internews-Afghanistan, 2017.

TRANSLATION SOFTWARE KNOWLEDGE:

- Memsources
- Trados Studio
- CyraCom
- MemoQ
- PMTE
- Smartling
- Time Stamping
- SmartCat

REFERENCES

Alicia Herrera, Translation Project Manager@ Global Interpreting Network
Tell: 747.205.4455
Email: aherrera@globalinterpreting.com

Basir Suliaman, Founder & CEO - ATA
Tell: + (93) 0799318189
Email: atranslationa@gmail.com

Sayed Ali Reza Kashifi, Correspondence Officer- AGO
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QUALIFICATIONS PROFILE

A highly skilled and experienced translator with a strong background in translating text, documents between English<> Dari/Pashto. Bringing forth an excellent command of these languages, and a track record of impeccable proofreading, editing, revising, localizing, and translating. Highly skilled in legal, education, commercial, and administrative terminologies. I endeavor to join a dynamic and professional organization where I can apply and invest my talent, skills, and education not only for the benefit and sustainability of the organization but also to utilize and expand my own experiences, knowledge, and education.

EDUCATIONAL BACKGROUND

- Master of Policy and Public Administration-Kabul University, 2022
- Bachelor of Law and Political Science-Kabul University, 2017
- Judicial Stage- Judicial Education Department- the Supreme Court, 2021
- Legal Stage-National Legal Training Center-Kabul University, 2019
- Arbitration & Mediation Stage-Afghanistan Center for Commercial Dispute Resolution, 2022
- Diploma in English (DEL), Muslim English Language Institute-MELI, 2018
- Diploma in Information Technology (DIT), Kabul University, 2017

EXPERIENCES

BRAAHMAM INTERNATIONAL

Remote/Freelance

Dec 2023– Present

DARI TRANSLATOR

Translating texts from English <> Dari;

Proofreading and revising translated texts, documents, etc. between English<>Dari;

Editing translated texts from English <> Dari; and

Other duties and responsibilities as specified in the contract.

GLOBAL INTERPRETING NETWORK

Remote/Freelance

July 2023– Present

DARI & PASHTO TRANSLATOR

Translating texts from English <> Dari/Pashto;

Proofreading and revising texts, documents...translated between English<>Dari/Pashto

Editing translated texts from English <> Dari and Pashto; and

Other duties and responsibilities as specified in the contract.

MID-LOCALIZE

Remote/Freelance

Jan 2023 – Present

DARI EDITOR

Editing translated texts from English to Dari;

Translating text, documents, and reports from English <> Dari; and

Other duties and responsibilities as specified in the contract.

FKH MEDIA

Kabul, Afghanistan

Oct 2022 – Present

TRANSLATOR

Translating news reports from Dari and Pashto to English and vice versa;

Summarizing Dari and Pashto news to English for monitoring project;

Assisting with the project team in news modifying;

Assisting other departments in translation; and

Other duties and responsibilities in accordance with the contract.

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AFGHAN TRANSLATION ASSOCIATION (ATA)

Kabul, Afghanistan

Oct 2021 – Oct 2022

TRANSLATOR

Translating Wikipedia articles from English to Persian;

Editing and proofreading translated texts and documents;

Translating Dari & Pashto to English and vice-versa;

Translating legal and technical texts, documents, letters, etc.; and

Other duties and responsibilities as specified in the contract.

ATTORNEY GENERAL'S OFFICE

Kabul Afghanistan

Aug 2019 – Apr 2021

TRANSLATOR

Changing Afghanistan's Languages (Dari and Pashto) to English and vice-versa;

Translating documents of contracts, letters, offer letters, a summary of the seasons, and press statements;

Verbal and direct translation during seasons, conversations, and presentations;

Reporting on work progress and other reports as necessary; and

Performing other duties according to the employer's direction in line with laws and regulations.

HABIBI TRANSLATION & RESEARCH COMPANY (HTRC)

KABUL, AFGHANISTAN W

Jan 2018 – Aug 2019

LEGAL AND TECHNICAL TRANSLATOR

Translating Legal and Technical texts, documents, contracts, proposals, and books from English <> Dari & Pashto in a timely manner with full accuracy, fidelity, fluency, and quality, as well as making the maximum effort to translate the terms correctly in accordance with all literacy and grammatical rules;

Editing and proofreading translated texts and documents;

Transcription of videos, audio, and direct translation of speeches, declarations, and interviews between English, Dari and Pashto; and

Contributing and Conducting Research with other colleagues.