

# Alaa Ibrahim

## Online Translator & Reviewer (Arabic & English)

Jamjarah Al Qadima Village, Banha, Qaliubiya, Egypt, 13858

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### Career Summary:

An Experienced translator with a strong background in translation and revision since 2001. Consistently relied upon for the verification and correction of translated materials.

### Work History:

#### Online Translator & Reviewer

May 2015 – Present

Egylinguist,

Banha, Qaliubiya, Egypt

- Translating manuals, medical reports, patents, contracts.
- Supervising translations to keep track of the tasks output.
- Evaluating the feedback of the clients' translations.

#### Online Translator & Reviewer

Oct. 2009 – May 2015

Egytranslators,

Nasr City, Cairo, Egypt

- Translated and edited work on a project basis.
- Streamlined translation process based on project.
- Utilized CAT to expedite project delivery and ensure accuracy.

#### Translator & Reviewer

Jan. 2010 – Nov. 2011

New Horizon Businessmen Services,

Dubai, UAE

- Planned and executed timeframe of translation tasks.
- Led key projects resulting in positive outcomes.
- Provided review and verification of translation work.

#### Translator & Reviewer

Oct. 2007 – Oct. 2009

Al Diwan Translation Center,

Kaifan, Kuwait

- Organized and coded all documents before translation.
- Translated contracts, medical reports and appliances manuals.
- Provided consultations for clients to assess their project needs.

#### Translator & Reviewer

Mar. – Oct. 2007

Languages Home Company,

Al Haram, Giza, Egypt

- Translated English books such as:

- ✚ *Goodbye to Shy: 85 Shybusters That Work!* by Leil Lowndes
- ✚ *Life Strategies: Doing What Works, Doing What Matters* by Phillip C. McGraw
- ✚ *The Firm* by John Grisham

**Translator** Jun.2005 – Feb. 2007  
 Arab Gulf Center for International Consultations, Mokattam, Cairo, Egypt

- Translated accounting publications and articles.

**Translator** Sept.2001– Sept.2004  
 California for Languages, Translations & Computer Banha, Qaliubiya, Egypt

- Translated official documents and researches in education.

## **Education**

**Zagazig University, Faculty of Education** Banha, Qaliubiya, Egypt

- **Postgraduate Studies:**
  - Special Diploma: Curricula & Instruction Dec.2003
  - Professional Diploma: Educational Management Spet.2002
- **Bachelor of Arts & Education**
  - Teaching English as Second Language & Translation Jul.2000

## **Courses**

- **TESOL; Exploring Quality Teaching and Learning**  
 The American University in Cairo Jan. 2019
- **International Computer Driving License (ICDL).**  
 Ministry of Communications & Information Technology Nov. 2013
- **Website & School Administration Program**  
 E-Manage Web Based Applications Developers Oct.2012
- **Training Course in SDLX Trados 2009**  
 BBT Babylon Translations & Training Sept. 2012
- **Windows, MS Office & Internet**  
 Qaliubiya Computer Sciences & IT Training Center May 2004

## **Fields of Specialization:**

Law, economy, finance, education, media, psychology and marketing.

## **Services Provided:**

Translation, localization, editing and proofreading.

## **Cat Tools:**

SDL Trados and Memsource