

HAMIDOU OUEDRAOGO

TRANSLATOR/INTERPRETER/INSTRUCTOR

11 BP 1357 Ouagadougou CMS 11 Burkina Faso



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: huedraogo.linguist@gmail.com



: h_oued

Membership: American Translators Association (ATA), Proz Certified Pro Network

SUMMARY OF EXPERIENCE

Nineteen (19) years of general and specific experience in the following domains:

- English teaching to individual students or groups; and adult professional learners.
- Translation and interpretation.
- Various documents design (course materials, reports, and termbases)

SUMMARY OF SKILLS

- ✓ Nineteen (19) years of experience in the field of ELT
- ✓ Nineteen (19) years of experience in translation including sixteen (16) in interpretation
- ✓ Mastery of English (US & UK) and of French (France, West African, International)
- ✓ Passive knowledge of Spanish
- ✓ Ability to conduct bi-directional written and spoken communication in a real-time environment
- ✓ Familiarity with the cultural nuances of the working languages, idiomatic expressions, slang, regional varieties, and abbreviations
- ✓ Excellent translation, editing and writing skills
- ✓ Glossary development, translation memory and glossary files maintenance
- ✓ Commitment to professional service requirements, flexible personality, and team-oriented
- ✓ Meticulous attention to detail, ability to multi-task and to prioritize activities on a daily basis to accomplish project goals
- ✓ Proficient computer skills (MS Office Applications)
- ✓ CAT tool experience: ACROSS, WORDFAST, TRANSIT, TRADOS (<http://www.sdl.com/certified/93324>)
- ✓ Online research and analytical capabilities

PROFESSIONAL EXPERIENCE

IN-HOUSE TRANSLATOR/INTERPRETER

- ✓ Translated various documents
- ✓ Edited/Proofread productions by other translators
- ✓ Developed glossary
- ✓ Managed terminology & glossary files
- ✓ Managed translation projects
- ✓ Interpreted in meeting/training/teleconferencing sessions

FREELANCE TRANSLATOR/INTERPRETER

- ✓ Translated various documents
- ✓ Edited/Proofread productions by other translators
- ✓ Developed glossary
- ✓ Managed terminology & glossary files
- ✓ Managed translation projects
- ✓ Interpreted in meeting/training sessions

LANGUAGE INSTRUCTOR

- ✓ Organized and conducted placement tests (ALCPT)
- ✓ Organized and conducted proficiency level tests (ECL)
- ✓ Conducted courses/training
- ✓ Designed curricula
- ✓ Designed testing tools
- ✓ Coordinated teaching activities/language instructor

Le Projet 'Nanocanaux'

1. <http://www.nanochannelsfp7.eu/?p=193&lang=fr>
Espace enseignant
2. <http://www.nanochannelsfp7.eu/?p=272&lang=fr>

Falcon Eye

- Qui sommes-nous ?*
<http://www.falconeye.com/64304.html>
- Pourquoi Falcon Eye*
<http://www.falconeye.com/64305.html>

Nixon Mellor Automatic

- <http://fr.nixon.com/manuals/nixon-mellor-automatic.pdf>

HP

1. <http://bizsupport2.austin.hp.com/bc/docs/support/SupportManual/c03379060/c03379060.pdf>
2. <http://bizsupport2.austin.hp.com/bc/docs/support/SupportManual/c03289981/c03289981.pdf>

Crown Pavilions

1. <http://www.crownpavilions.fr/division-francaise-de-crown-pavilions.php>
2. <http://www.crownpavilions.fr/pdf/crown-pavilions-price-list-2012.pdf>
3. <http://www.crownpavilions.fr/testimonials.php>

KAL TIRE Mining Tire Group

1. <http://kaltiremining.com/index.php?page=Accueil>
2. <http://kaltiremining.com/index.php?page=Qui-sommes-nous>
3. <http://kaltiremining.com/index.php?page=Ce-que-nous-faisons>
4. <http://kaltiremining.com/index.php?page=Ou-sommes-nous>
5. <http://kaltiremining.com/index.php?page=Pourquoi-nous-le-faisons>
6. <http://kaltiremining.com/index.php?page=sante-et-securite>

The World Bank Group

- <http://pubdocs.worldbank.org/pubdocs/publicdoc/2015/10/472031444191894863/GMR-Overview-and-Exec-Summary-French.pdf>

United Nations Organization & specialized agencies

1. <http://unstats.un.org/unsd/statcom/doc14/2014-Report-F.pdf>
2. http://www.undp.org/content/dam/undp/library/corporate/Reports/UNDP_Global_Programme_2014-2017_FR_web.pdf
3. http://www.un.org/ga/search/view_doc.asp?symbol=A/HRC/17/35&referer=/english/&Lang=F
4. <http://undocs.org/fr/E/C.2/2015/2/Add.4>
5. <http://documents-dds-ny.un.org/doc/UNDOC/LTD/G93/135/26/img/G9313526.pdf?OpenElement>
6. <http://documents-dds-ny.un.org/doc/UNDOC/GEN/N15/108/96/pdf/N1510896.pdf?OpenElement>
7. <http://documents-dds-ny.un.org/doc/UNDOC/GEN/N15/229/79/pdf/N1522979.pdf?OpenElement>
8. <http://documents-dds-ny.un.org/doc/UNDOC/GEN/N15/230/66/pdf/N1523066.pdf?OpenElement>
9. <http://documents-dds-ny.un.org/doc/UNDOC/GEN/N15/233/32/pdf/N1523332.pdf?OpenElement>
10. <http://documents-dds-ny.un.org/doc/UNDOC/GEN/G12/101/61/pdf/G1210161.pdf?OpenElement>

Arms Trade Treaty

1. http://www.thearmstradetreaty.org/images/Secretariat_Report-_12_July_2016-Fr.pdf
2. http://www.thearmstradetreaty.org/images/Voluntary_Trust_Fund_Terms_of_Reference-21_June_2016-Fr.pdf
3. http://www.thearmstradetreaty.org/images/Draft_Provisional_Annotated_Programme_of_Work_-22_June_2016-Fr.pdf
4. http://www.thearmstradetreaty.org/images/Discussion_Guiding_Paper-Treaty_Implementation-16_June_2016-Esp.pdf
5. http://www.thearmstradetreaty.org/images/Management_Committee_Report-_12_July_2016-Fr.pdf
6. http://www.thearmstradetreaty.org/images/Treaty_Universalization_Paper-14_July_2016-Fr.pdf
7. http://www.thearmstradetreaty.org/images/ATT_documents/Paper_on_Initial_Reporting_Deadlines-17_Jul_2016-Fr.pdf
8. http://www.thearmstradetreaty.org/images/ATT_documents/Working-Group-on-Reporting-Templates-Final-Report-to-CSP2-Fr.pdf

Antarctic Treaty System

1. http://www.ats.aq/documents/ATCM36/wp/ATCM36_wp004_f.doc
2. http://www.ats.aq/documents/ATCM36/wp/ATCM36_wp009_f.doc
3. http://www.ats.aq/documents/ATCM36/ip/ATCM36_ip006_f.doc
4. http://www.ats.aq/documents/ATCM36/ip/ATCM36_ip007_f.doc
5. http://www.ats.aq/documents/ATCM36/sp/ATCM36_sp004_f.doc

**End
Clients:**

- | | | |
|-------------------------------------|--------------------------------------------------------|--------------------------------------------------------|
| 1- Accor | 31- iOVA Communications | 54- Rainbird |
| 2- AfDB | 32- IRENA | 55- Redwood Collection |
| 3- Alcatel-Lucent | 33- Jelich Consultancy | 56- Reuters |
| 4- Airwell | 34- Jurong Consultants and
CBRE South Asia Pvt. Ltd | 57- SAREL Project |
| 5- Ampella Mining | 35- KAL TIRE Mining Tire
Group | 58- Scientific Games International, Inc. |
| 6- American Express | 36- Kantar Group | 59- SDL |
| 7- Antarctic Treaty Organization | 37- Lacie | 60- Septier Communication Limited |
| 8- Arms Trade Treaty | 38- Lenovo | 61- Swiss Bank |
| 9- Aquatron Robotic Technology Ltd. | 39- Levi Strauss Europe
SCA/Comm.VA | 62- Shell |
| 10- Baran Group | 40- Lumenis Ltd | 63- Skoda s.r.o |
| 11- BioSureUK | 41- Lutheran World Relief | 64- Softnet BF |
| 12- Catholic Relief Services | 42- Lync | 65- SoftWheel |
| 13- Capita Symonds | 43- Mahindra & Mahindra | 66- Sum International |
| 14- Canarias Submarine Link, S.L. | 44- Mallinckrodt
Pharmaceuticals | 67- The Millennium Challenge Account
– Burkina Faso |
| 15- CGT Caterpillar | 45- Mega Energie SA | 68- The Mitchell Group Inc. |
| 16- Content Enablers | 46- Motorola Solutions | 69- The Nanochannels Project |
| 17- Crown Pavilion | 47- Nantou Mining SA | 70- The United Nations System |
| 18- DHL | 48- Nuclear Power Europe
Conference 2011 | 71- The Water Integrity Global
Outlook |
| 19- DURA | 49- NYSE | 72- The World Bank Group |
| 20- Elbit Ltd | 50- Oto Melaria SPA | 73- UPM Raflatac |
| 21- Eurodubbing | 51- Oceane Consult Int'l | 74- Unicef |
| 22- Exxon Mobil | 52- Pegasystems Inc. | 75- UNOCI |
| 23- Ez Co. | 53- Philips | 76- USAID BF |
| 24- Falcon Eye International | | 77- US DoD |
| 25- FOSEC | | 78- VISA |
| 26- Heat Maps | | 79- Versa Cut |
| 27- Hewlett Packard | | 80- Volvo |
| 28- HSBC | | 81- WA-WASH BF |
| 29- iCreata | | 82- Western Union |
| 30- Israel Shipyards Ltd. | | |

AREAS OF EXPERTISE

- | | |
|---------------------------------------------------|--------------------------------------------|
| 1. Roads/Automotive/Technical/Industrial | 6. Land/Town Planning/Real Estate |
| 2. Education/Gender/Medical/Pharmaceuticals | 7. Admin/HR/Banking/Finance/Audit/Intergov |
| 3. Agriculture/Livestock/Environment | 8. Military/Engineering /Electrical Eng. |
| 4. Water/Sanitation/Irrigation/Dams/Mining | 9. Development Projects/Infrastructure |
| 5. Procurement/Legal/Contracts/Business/Insurance | 10. Reports/Standards/Copyright |

RECENT PERFORMANCE

- 1 **2013 –to date [5,500,000 words]**
United Nations Treaties, Intergovernmental Organizations Documents
 Outsourcer: ITA Ltd
- 2 **2010- to date [4,500,000 words]**
World Bank, African Union, African Development Bank Documents
 Outsourcer: JPD Systems LLC
- 3 **2015- to date [250,000 words]**
UN System, African Union Documents
 Outsourcer: Translation Backoffice
- 4 **2008-2014 [+2, 000, 000 words]**
Ag, Roads, Environment, Procurement, FM, Communications Documents
 Millennium Challenge Account Burkina Faso
- 5 **July 2-18 2014 [11,068]**
Atelier d'élaboration de projections et de stratégies chiffrées - Rapport de mission
 Outsourcer : Upwelling Knowledge Consultants
- 6 **July 2-18 2014 [25, 135]**
Ressources humaines en santé maternelle et néonatale au Togo de 2014 à 2027
 Outsourcer : Upwelling Knowledge Consultants
- 7 **July 4-11 2014 [69,629 words]**
Trailer Truck Refitting Specification Manual
 Outsourcer: STAR-GROUP
- 8 **April 2–8, 2014 [5,843 words]**
Academy Training 23.10
 Outsourcer: SG COM LTD
- 9 **March 13–15, 2014 [8,115 words]**
Shaldag MK-V Fast Patrol Boat
 Outsourcer: SG COM LTD
- 10 **September 25 –October 10, 2013 [37,183 words]**
Human Right Council Reports
 Outsourcer: ITA Ltd
- 11 **September 25 –October 10, 2013 [20, 270 words]**
76/62 super rapid gun mounting
 Outsourcer: STAR-GROUP
- 12 **July 16 –August 28, 2013 [69,629 words]**
Trailer Truck Refitting Specification Manual
 Outsourcer: STAR-GROUP

RECENT SIGNIFICANT TRANSLATION/PROOFREADING PROJECTS & REFEREES

- 13 **July 09–Aug 05, 2013 [64,250 words]**
Remote Controlled Weapon Station & Observation System, Operation & Maintenance
 Outsourcer: SG COM LTD
- 14 **June 4 –21, 2013 [67,376 words]**
Pointe Noire SEZ Feasibility Study Report
 Outsourcer: Globibo Ltd
- 15 **March 26 –May 25, 2013 [13,318 words]**
Deforestation Trends in the Congo Basin
 Outsourcer: JPD Systems LLC
- 16 **March 26 –May 25, 2013 [46,632 words]**
ATCM XXVI Conference Papers
 Outsourcer: ITA Ltd
- 17 **Jan 23 –March 20, 2013 [11,125 words]**
Service Organization Control 2 (Type I) Report + Certificates
 Outsourcer: Omnitechtrans LLC
- 18 **Jan 23 –March 20, 2013 [120,682 words]**
Mahindra & Mahindra SUV Cars Systems, Parts & Manuals
 Outsourcer: ETF
- 19 **February 4 –22, 2013 [40,000 words]**
Export Law On-line Course Material
 Outsourcer: Valuepoint Knowledgeworks
- 20 **Aug 9-10,2012 [11,240]**
Point-of-Care User Interface
 Outsourcer: e2f translations, inc.
- 21 **Aug 15-25,2012 [23,375]**
COMS OEM
 Outsourcer: e2f translations, inc.
- 22 **July 23-Aug 27, 2012 [70,560 words]**
Netsuite's User Interface
 Outsourcer: Andovar Private Limited
- 23 **July 3-14, 2012 [17,712 words]**
XLAT-DOC-MDM (IT)
 Outsourcer: Polymathe Ltd, Translation & Localization Services
- 24 **March 27-April 1, 2012 [23,151 words]**
SwissLife Pvt Bank Non Functional Requirement Responses
 Outsourcer: Valuepoint Knowledgeworks
- 25 **Feb 22-March 11, 2012 [36,106 words]**
Hotel Description
 Outsourcer: Andovar Private Limited
20 Cecil Street #14-01, Equity Plaza Singapore |049705
- 26 **December 29, 2011-March 26, 2012 [145,613 words]**
UNICEF Administrative Policies & Procedures
 Outsourcer: Skrivaneck SRO
- 27 **November 2-6, 2011 [14,233 words]**
Trendmicro IDF and UI
 Outsourcer: Polymathe Ltd, Translation & Localization Services
- 28 **November 14-18, 2011 [12,466 words]**
Electrical Engineering/GE EVSE System User Manual & Installation Instructions
 Outsourcer: Valuepoint Knowledgeworks
- 29 **October 12-18, 2011 [11,583 words]**
Mali Power Plant
 Outsourcer: Wolfestone Translation Ltd
- 30 **May 23-August 27, 2011[66,084 words]**
Building Credible Central Banks
Author: Dr. Noel K. Tshiani, President, Compagnie financière d'investissement & du crédit, LLC, +12024687272, Washington DC, United State of America
- 31 **March 28 - July 08, 2011 [232,398 words]**
World Bank Online Index-Based Weather Insurance Training Program
 Outsourcer: Skrivaneck SRO
- 32 **April 22, 2011-May 1, 2011 [12,714 words]**
Projet d'Académie de prévention et de gestion des risques et des crises de sécurité civile
Brigade Nationale des Sapeurs Pompiers, Burkina Faso
- 33 **Aug 27, 2010 - oct 26, 2010 [177,693 words]**
Dept of Defense Dictionary of Military and Associated Terms
 Outsourcer : Local Concept

RECENT INTERPRETING EVENTS

1. **Aug 25-29, 2014** [5 days] Consecutive Interpretation, Review of NIH-funded Grant in Centre Muraz, The Mitchell Group Inc
2. **June 23-27, 2014** [5 days] Consecutive Interpretation, Burkina Faso Land Observatory Set-up, USAID/MCA-BF/MCC
3. **May 26-June 10, 2014** [15 days] Consecutive Interpretation, Communications, Branding & Website Management, MCA-BF/MCC
4. **May 2-13, 2013** [12 days] Consecutive Interpretation, Communications, Branding & Website Management, MCA-BF/MCC
5. **Sept 26-Oct 3 2013** [5 days] Consecutive Interpretation, USG & GoBF Partnership for Sustainable Land Management in Burkina Faso , MCA-BF/MCC
6. **Nov. 5-16, 2012** [11 days] Consecutive Interpretation, Monitoring & Evaluation, Impact Evaluation, MCA-BF/MCC
7. **Oct. 18-20, 2011** [3 days] Consecutive Interpretation, Risk Register & Risk Plan, MCA-BF/MC
8. **July 14, 2011**[2 hours] Telephone Interpretation, Land Services Technical Assistance, MCA-BF/ARD
9. **Sep 29-30, 2010** [2 days] Consecutive Interpretation, Construction Management Training Kiron Global Strategies/MCC/MCA-BF
10. **May 17-27, 2010** [10 days] Consecutive Interpretation, OIG Audit Mission OIG/MCC/MCA-BF
11. **Aug 19, 2009** [1 day] Consecutive Interpretation, Contract Negotiations ARD/MCC/MCA-BF
12. **Oct. 16-25, 2008** [10 days] Consecutive Interpretation, ACOTA New Equipment Transition Training ACOTA/BF MoD
13. **Sep.18, 2010** [half-day] Consecutive Interpretation, Air-Force Coop. Meeting + site visit USAF/BF Ouaga Air Base Staff
14. **Aug.08, 2008** [half-day] Consecutive Interpretation, High-level Defense Coop Meeting US DoD/BF MoD

CURRENT POSITION

FREELANCE TRANSLATOR/INTERPRETER

WORK HISTORY [2000 to 2014]

TRANSLATOR/INTERPRETER (Millennium Challenge Account – Burkina Faso)

- ✓ Translated various documents
- ✓ Edited/Proofread productions by other translators
- ✓ Developed glossary
- ✓ Managed terminology & glossary files
- ✓ Managed translation projects
- ✓ Interpreted in meeting/training/teleconferencing sessions

ENGLISH LANGUAGE INSTRUCTOR-TRANSLATOR/INTERPRETER (Army Language Center)

- ✓ Placement & proficiency level tests administration
- ✓ Instruction to the Ministry of Defense military and civilian personnel
- ✓ Interpretation & translation

BILINGUAL WORKSHOP NOTETAKER (DECEMBER 4-7 2006)

- ✓ International Workshop
Africa Center for Strategic Studies Workshop on Small Arms & Light Weapons
Theme: "Enhancing the capacity to tackle Small Arms & Light Weapons in West Africa"

FULL-TIME ENGLISH TEACHER (Ziniaré Provincial High School)

- ✓ Head of the Foreign Language Faculty
- ✓ Curriculum design & assessment tools design
- ✓ Teaching classes
- ✓ Subjects design for the National Exam Board
- ✓ Focal Point/Translator/Interpreter (International School Link Program)

ENGLISH LANGUAGE INSTRUCTOR – TRANSLATOR/INTERPRETER (WORKERS' COLLEGE Ouagadougou)

- ✓ Placement & proficiency level tests administration
- ✓ Curriculum, course materials and assessment tools design
- ✓ Interpretation & translation

EDUCATION & TRAINING

Jan 2010

Special Intensive Translation/Interpretation Course

*Ghana Institute of Languages (GIL)
Accra, Ghana*

2007-2008

Basic American Language Instructor Course (BALIC)

*Defense Language Institute English Language Center (DLIELC)
Lackland Air Force Base, San Antonio, Texas
United States of America*

1998-2000

Secondary School Teachers' Diploma (CAPES)

*Teacher Training Institute of Koudougou
Burkina Faso*

1995-1998

BA Foreign Literature & Civilisation (Applied Linguistics)

*University of Ouagadougou
Burkina Faso*

1995

A-Level Literature & Philosophy

*Koumassi Municipal High School, Abidjan
Cote d'Ivoire*

CONTINUING EDUCATION

May 26-29, 2016

International Seminar: "Writing Skills for Translators"
International Translation Agency (ITA) Ltd, Carthage, Tunisia

[CAT Tool & Software day - September 29, 2016](#)

[Marketing & Recruitment day - September 28, 2016](#)

[ProZ.com 2016 virtual conference for International Translation Day - September 30th, 2016](#)  [download]

April 9-11, 2015

International Seminar: "Translating for Intergovernmental Organizations"
International Translation Agency (ITA) Ltd, Sliema, Malta

http://cdn.proz.com/certificates/pro/pro_certificate_993596.jpg

[CAT Tool & Software Day](#)

[ProZ.com 2015 virtual conference for International Translation Day - September 30th, 2015](#)  [download]

[ProZ.com's 2014 virtual conference for International Translation Day](#)  [download]

[CAT Tool & Software day - September 29, 2015](#)

[Virtual memoQ Day 2012](#)

[106 - Legal Terminology: Trademarks Terminology](#)  [download]

[107 - Legal Terminology: Copyright Terminology](#)  [download]

[108 - Legal Terminology: Public International Law Terminology](#)  [download]

[109 - Legal Terminology: Civil Litigation Terminology](#)  [download]

[110 - Legal Terminology: Privacy and Confidential Information Terminology](#)  [download]

[Research Techniques for Accurate Terminology](#)  [download]

[The technique of note-taking: tips and tricks](#)  [download]

[The importance of diction and accent in oral interpreting](#)  [download]

[Is simultaneous interpretation for you? 1.1](#)  [download]

[The Language of Legal Correspondence: Reading and Understanding Legal Communications](#)  [download]

[The Language of Contracts: Reading and Understanding Contracts](#)  [download]

REFERENCES

1. **Clover Cobb**
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United States of America, Tel: +17049657856 | Email: clover.s.cobb35@gmail.com
2. **Séraphin O. SALOU**
Translator/Interpreter
CEO, FIDELISTRANS
Ouagadougou, Burkina Faso, Tel: + 226 70 239 094 | Email: seraphinsalou@yahoo.fr
3. **Stephen Reid**
Chief of Party, Sahel Resilience Learning (SAREL) Project
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4. **Hon. Dr. Émile OUÉDRAOGO**
Army Col (Retired), Former Minister of Security, President, FOSEC
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United States of America, Tel: +1 (540) 786 2338 | Email: jpdailly@jpdsystems.com

I hereby declare that the particulars given herein are true, correct and complete to the best of my knowledge and belief.

Ouagadougou, January 2, 2019
Hamidou OUEDRAOGO Language
Consultant
Translator/Interpreter/Instructor