

Curriculum Vitae  
Esther K. Youssef

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Translator/Phone Interpreter  
Scientific/medical translation, writing, rewriting, proofreading  
Accurate, meticulous and self Directed  
Highly Organized  
Computer Proficiency  
Comprehensive Research  
Public Relations and Marketing  
Collaborative Team Player  
Process and Procedure Compliance  
Records Management

Professional translator/phone interpreter, meticulous to reflect the essence of the source material into the target product with great attention to details. Ability to provide translation/interpretation for complex and time sensitive projects as well as routine. Excellent interpersonal skills furthered by research support, public affairs, scientific/medical publications editing, writing, rewriting, interpretation, translation and activities that facilitate effective collaborative efforts and research team environments. Able to use discretion and sound judgment in every task, respecting highly confidential materials and projects.

Education:

1972-1977 Faculty of Sciences, Cairo University, Giza, Egypt  
B.Sc. in Zoology.  
Studied Zoology, Chemistry, Biochemistry, Immunology, Microbiology,  
Entomology, Ecology, Botany, Physics

Other Educational/Development Details:

1995, Translation Courses at the American University in Cairo (AUC)  
2012, Associate member at the American Translators' Association (ATA)  
2015, Translation vendor for multiple translation agencies in the United States.  
2016, in October, and upon the request of FEMA, I was tested by ALTA as part of the background screening. The test took 2 hours and the charges were covered by Transperfect. I completed the screening and I am registered with FEMA.  
2017, certified as MTE (Machine translation expert) by Transperfect.  
2018, in October, cleared as a phone interpreter, and in January 2019, cleared as an asylum phone interpreter. I perform phone interpretations in the capacity of a remote interpreter for Transperfect Connect.

Areas of Expertise:

Translation/Interpretation (35-year experience); Public Affairs (10 years);  
Editing, proofreading, revising, rewriting, compiling publications, and supervising staff involved in the process (30 years' experience).

Working Language Skills:

Arabic           Mother tongue  
English          Professional Translator's Level (ILR-5)  
French           Professional Translator's Level (ILR-3+)

Computer Skills:

Microsoft office suite: Word, Excel, PowerPoint, Publisher, Outlook and Internet research engines

Present and previous employment:

10/2018 – Present      Phone Interpreter for Transperfect Connect.

01/2019 – Present      Phone Interpreter for USCIS.

01/2015 – Present      Translation vendor (Free Lancer).  
Transperfect International Translation Firm; Language on Demand,  
NFLC, CommGap, CENTRL, LLC, Compass, NL, FCI; and others.

10/2018 – 01/2019     Independent contractor language specialist for the National Foreign  
Language Center (NFLC).  
Select/Review target language (Egyptian Arabic) passages (listening) at  
specified ILR levels.  
Transcribe, translate, and annotate target language passages. Review  
pedagogical materials accompanying target language passages.

6/2018 – 10/2018     Independent contractor language specialist for CENTRL, LLC.  
Select/Review target language (Egyptian Arabic) passages (listening) at  
specified ILR levels.  
Transcribe, translate, and annotate target language passages. Review  
pedagogical materials accompanying target language passages.

07/2017 – 09/2017    Independent contractor language specialist for the National Foreign  
Language Center (NFLC).  
Select/Review target language (Egyptian Arabic) passages (listening) at  
specified ILR levels.  
Transcribe, translate, and annotate target language passages.  
Review pedagogical materials accompanying target language passages.

05/1992–11/2013      Translator/Interpreter/Editorial Assistant, U.S. Naval Medical Research  
Unit No. 3 "NAMRU-3," PSC 452, Box 5000 FPO AE 09835-0007

Brief description of duties and responsibilities:

- Translation of medical/scientific research protocols, informed consent forms, articles, and related correspondence. Translation of such material is mandatory and vital for conducting research studies and agreements signed between the United States Government and the Government of Egypt. Research protocols translation includes scientific/medical terminology,

but consent form translation is in layman's language for the patients to understand clearly the procedure set forth.

- Translation/interpretation of newspapers articles and legal documents.
- Transcribing and translation of TV talk shows whenever requested by the Commanding Officer.
- Simultaneous/consecutive interpretation for the CO, XO and VIP NAMRU-3 guests and the Egyptian Government officials.
- Publications and presentations are the medical and scientific products that constitute the accomplishment measure of the command research programs and according to which all NAMRU-3 research efforts are funded. The content of these publications is purely complex medical and scientific text.
- Editing over 80 publications annually, starting from draft form up to published articles in prominent medical/scientific peer reviewed journals, dealing with editors-in-chief and managing editors of local and international journals.
- Editing over 30 oral and poster presentations given by NAMRU-3 researchers at international renowned conferences all over the world.

#### Key Achievements:

Developed and maintained outstanding performance.

Providing highly professional translations in Arabic to English and vice versa, which facilitated the researchers work inside the Egyptian hospitals in collaboration with the Egyptian Ministry of Health.

Improved NAMRU-3 image and introduced it to the local community as the collaborator that supports and promotes researchers' careers in A.R.E. by providing postgraduate training that helps students pursue their higher studies, or by providing training on lab technology and modern techniques. Translation of information brochures and NAMRU-3 historical reports into Arabic to familiarize the Egyptian community with NAMRU-3 and its accomplishments which assisted the local community and the world at large especially in military-relevant disease research.

NAMRU-3 is always on the news and news papers listing its constructive research role (testing and confirmation as a WHO reference laboratory) in the region.

*P.S. In January 2018, the U.S. Naval Medical Research Unit No. 3 "NAMRU-3", Cairo, Egypt, closed its doors and sent its employees home. The military referenced below are retired. Only the ladies "Susan and Nora" are living in Egypt and can vouch for me.*

#### References:

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