

**PHONE: [+965 99996608](tel:+96599996608)**

**E-mail: [Manira.boarki@gmail.com](mailto:Manira.boarki@gmail.com)**

**MONEERAH NASSER BOARKI**



#### **PERSONAL DATA**

- **Nationality:** Kuwaiti
- **Date of Birth:** 29/01/83

#### **PROFESSIONAL EXPERIENCE**

**Jan. 28<sup>th</sup> 2006 – to date, the State Audit Bureau (SAB)**

##### **Principal Interpreter & Translator – International Organizations Department**

- English-Arabic and Arabic-English translation of materials related to SAB various departments (reports, country papers, contracts, and academic research).
- The translation of legal contracts and documents.
- Translate annual international organization's publications (to be internationally published) such as articles for the ASOSAI<sup>1</sup> and INTOSAI<sup>2</sup> Journals.
- Translation of INTOSAI standards, framework, manuals, and guidelines (annual editions and latest updates).
- Consecutive interpreting of meetings, seminars, and workshops.
- Simultaneous interpreting of conferences.

---

<sup>1</sup> ASOSAI: The Asian Organization for Supreme Audit Institutions.

<sup>2</sup> INTOSAI: The International Organization for Supreme Audit Institutions.

- Training and mentoring newly recruited translators and interpreters.
- Designing English language courses tailored to SAB staff.
- Drafting reviews on SAB publications.
- Compiling glossaries of common terms

**Oct. 23rd, 2005 – Feb. 28th, 2014 (Part-time)** Alwatan Daily Newspaper

- Journalist
- Editor
- Alwatan Academy Coordinator/Instructor

**Sept.- Jan. 2007-2008 (Part-time)** Kuwait University (Language Center)

- English language instructor.

**Aug.-Sept 2005 Rawaj** -Advertisement company

Translator – interpreter (internship)

**Sept- Oct -2005) MTC-Vodafone**

Interpreter- translator (internship)

## **EDUCATION**

**2015** MA English Language Teaching (Studies and Methods) the University of Warwick- UK

**2005** BA English Language and Literature at Kuwait University

## **TRAINING**

**2005** Planning the (SMARTS) Way

**2006** Writing and Developing Reports (SAB)

**2006** Legal Translation (SAB)

**2008** Being an Effective Member in a Team (SAB)

**2008** Translation for Journalism (KUNA)

**2009** Presentations and Public Speaking (SAB)  
**2010** Developing Professional Skills (SAB)  
**2011** Time Management (SAB)  
**2011** Writing, Spelling, and Grammar (Arabic) (RUMOZ Centre for Linguistics Consultancy)  
**2017** Enhancing Personality Traits (Ibn Al-Haytham)  
**2017** Translation Magician (Hungary)  
**2017** American Translators' Association Conference – Washington DC  
**2018** Developing and Writing Conference Papers (SAB)  
**2019** The Power of Concentration (Civil Service Commission)  
**2019** Memo Q – Advanced Translation Technology (London)  
**2019** Introduction to Conference Interpreting Short Course – London Metropolitan University (London)  
**2019** The American Translators Association- Annual Conference (CA, USA)

### **ACTIVITIES:**

Participated in several international and national events as an interpreter and translator such as:

- Arab-European meeting of Supreme Audit Institutions (ARABOSAI/EUROSAI) (2008)
- The Alternative Energy Forum – Kuwait Society of Engineers (2008)
- Dubai International Film Festival (2008- 2009)
- Alwatan Academy (2009) (teaching staff member )
- Professional Practice, English Language Teaching - The University of Warwick (2014)
- Associate Member at the American Translation Association (2016)
- Member at Kuwait TESOL Association (2016)
- Seminar: Hospital Schools in Kuwait and the Teaching of Children with Chronic Illness and Disease via Modern Learning Techniques (2016)
- A founding member of Kuwait Hospital School Association - teaching children with terminal illness رابطة أبي أتعم (2018)

- The Annual Capacity Building Committee/ INTOSAI-Donor Cooperation Steering Committee Meeting (as an interpreter/ translator)
- Chef d'équipe of interpreters - ASOSAI (the Asian Organization of Supreme Audit Institutions) 54<sup>th</sup> Governing Board Meeting – Kuwait (2019)
- Affiliate member at the Chartered Institute of Linguists (CIoL) – the United Kingdom (2019)

