

“ Translation
is an Art ”



Zahra Omar

English > Arabic Translator,
transcriber & DTP specialist



UNITED NATIONS

Last Update
February, 2019

My Name is Zahra. I'm a **Translator**, and this is what I love!

About me

I'm an English>Arabic translator, transcriber & DTP specialist with more than 10 years of experience. Arabic is my native tongue, and I have a B.A in English Literature and Education from Alexandria University. I have strong linguistic abilities and vast background knowledge in the respective domains. I'm professional in using CAT tools, word processing programs along with designing interfaces. I am a proz.com certified pro and an ATA associate member.



Contact information

Name: Zahra Omar
Proz Profile: <http://www.proz.com/profile/925766>
ATA Profile: http://www.atanet.org/onlinedirectories/tsd_view.php?id=17148
E-mail: zahraa2trans@hotmail.com & zahraa.seven@yahoo.com
Telephone: +20 1066259977
Address: 13 Ahmed Bin Hanbal st. ElDekhilah, Alexandria, Egypt



Education and Training

- **B.A in English Literature & Education, English Department, Alexandria University, 2009.**
- **International Computer Driving License (ICDL) with the support of UNESCO "Syllabus Version: no.4", 2007**
- **Conversational English. Grade: "Excellent", 2008**
- **Successfully completed Power Searching with Google course, 2012.**



Career Record

- June 2009 - Present** Freelance translator, transcriber, proofreader and DTP specialist for different translation agencies all over the world.
- Feb 2010 - July 2012** English Literature lectures transcriber for King Fahad University.
- Feb -2009 May 2009** English Tele-sales agent for Pulse Telecom dealing with Australian clients.
- Jan 2006 - Jan 2008** Typist for Dar Al-Kitab Al-Sufi (during College years).

Fields of Specialization

Translation



Marketing

I'm deeply experienced in translating marketing related contents, especially for luxurious life style related topics. Being an Arabic native, I understand the importance of defining the target audience before translating any Marketing text, as the language to be used in marketing campaigns meant for Egyptians may differ from those meant for Gulf countries or the Arab world as a whole.



The UN & International Organizations

Translating for the UN governments and International Organizations requires the highest level of formality. I have been thoroughly tested by the UNON and was deemed qualified. I collaborate with them on projects related to the environment and pollution.



Medical

I am well-experienced in Medical, pharmaceutical and Health Care Related documents. I have been collaborating with many agents that are specialized in Medical Translation. I also collaborate with a Medical Doctor, Dr. Heba Ahmed, who is also a native Arabic translator and a medical content writer as well, as an advisor and consultant when it comes to highly specialized medical points and we can also form a team of the two of us, with the agreement of our clients, to work on long urgent projects. *Dr. Heba's CV is available upon request*



Technical and Electrical

I have translated hundreds of user manuals of different electronic devices (TVs, Computers, Air conditioners, water heaters, dryers, coffee makers, paper cutters, toasters, etc).



Translations for Publishing (2 Books)

Top quality is crucial in translating books for publishing. I have translated two published books Eastern Libyans by Bates, Oric and The Large Book of GAMES AND TASKS for Boys and Girls. I have also participated in translating The Dictionary of Berbers.

Also experienced in:

- Live Stock
- Law
- History
- correspondences
- Hotels, Travel & Tourism
- Media
- Food & Culinary
- Education
- Human Recourses



Subtitling

I provide English<>Arabic subtitling services. I am experienced in using subtitling software programs such Subtitle Workshop and Aegisub. I can deliver in srt, sub, sbv or as a video with the subtitles merged to it.



Transcription

- ◉ I worked as a transcriber for all the literature lectures of King Fahad University for 6 academic terms (more than 14 months/ 100+ audio hours).
- ◉ Transcribed the Board Meetings of LERCO Petroleum company for arbitration purposes.
- ◉ Participated in an academic linguistic study in which I transcribed more than 25 audio hours of phone calls.



DeskTop Publishing & Typesetting

I'm a professional DTP specialist with versatile designing skills. Having a good experience in **Adobe Photoshop, Adobe Illustrator and Adobe In-design**, I provide DTP services from solving errors with fonts and layouts to replacing texts from a right-to-left language to a left-to-right language and vice versa while reserving the layout, in addition to rebuilding non-open source PDF files from scratch. I have experienced the longest and most complicated projects and the very simple one page projects.



Computer Skills

- ◉ **CAT Tools:** SDL Trados2014, Wordfast, MemeQ.
- ◉ **DTP Programs:** Adobe-Photoshop, Adobe- Illustrator and Adobe In-design.
- ◉ **Word Processing Programs:** Microsoft Word and Microsoft Excel."fast typing", 60w/min.
- ◉ **Searching skills:** Excellent Internet Skills (certified Google searcher).
- ◉ **Subtitling Programs:** Subtitle Workshop and Aegisub.



Professional Memberships



Member of the
ProZ.com
Certified PRO Network

English to Arabic

<http://www.proz.com/profile/925766>



UNITED NATIONS

Tested and approved by the UNON



American
Translators
Association

http://www.atanet.org/onlinedirectories/tsd_view.php?id=17148

**Last Update
February, 2019**