

Curriculum Vitae

Personal Details:

Name: Muhammad Atallah Abboud

Address: 37 Al-Haram St., Giza, Egypt, 12556.

Nationality: Egyptian

Date of Birth: April 26, 1987

Contact Number: (+2) 0100 975 3966

Email: muhammad@translate2arabic.com

Website: www.translate2arabic.com

Objective: To secure a challenging position in an established organization which provides opportunities to fully utilize and improve my knowledge and professional experience and offers a chance for career development.

Languages: Arabic (Mother Language)

English (Excellent written and spoken)

French (Fair written)

Education:

- *Professional Diploma in Legal and UN Translation*, School of Continuing Education, American University in Cairo (AUC), 2014
- *Bachelor of Arts*, English Department, Faculty of Arts, Minia University, 2008

Training Courses:

- *A Training Course on Translating Children's Literature*, National Center for Translation, 2015
- *A Training Course on Translating Social Sciences*, National Center for Translation, 2012
- *A Training Course on Improving Arabic Language Skills*, endorsed by Arabic Translation and Intercultural Dialogue Association (ATIDA), 2011

Work Experience:

- **(June 2011 – till now) External Translator, World Intellectual Property Organization (WIPO).** To the end of December 2016, I have translated 1,245,139 words (about 4000 pages) for WIPO from English into Arabic.
- **(November 2008 – till now) Freelance English-Arabic translator.** During these 8 years of professional experience, I translated on a wide range of subjects, ranging from technical manuals, marketing brochures, websites, computer applications, accounting and financials to business contracts and proposals. Feedback from my clients may be viewed at <http://www.proz.com/wwa/932545>.

Workshops and Seminars attended

- Two workshops on "*Translating at the UN*", School of Continuing Education, American University in Cairo, September 2012
- First ProZ.com Seminar in Egypt: "Sharing Experiences and Aspirations", April 2010. The credential may be verified at:
http://www.proz.com/?sp=event/conf&certificate=yes&entity_id=932545&event_id=148
- A webinar on Elementary Terminology in Healthcare & Medicine, April 2013. The credential may be verified at:
<http://www.proz.com/translatortraining/download-certificate/161380>

Computer Knowledge:

- ICDL Certificate (International Computer Driving License), Endorsed by the Ministry of Communications and Information Technology – Egypt, 2008.
- Good user of translation memory programs, i.e. SDL Trados Studio 2014 and MemoQ 2015.

Professional Memberships:

- Member of the *Egyptian Translators Association (EGYTA)* (<http://www.egyta.com>) (Membership No.: 10710)
- Member of the *ProZ.com Certified PRO Network* (www.proz.com/pro-tag/info)

Letters of Recommendation

November 4, 2015

To whom it may concern:

REFERENCE LETTER

I, Diane Chadarevian, Head, Arabic Translation Section (ATS), Language Division, World Intellectual Property Organization (WIPO), hereby, confirm that ATS has been collaborating with Mr. Muhammad Atallah Abboud, since June 2011, for the translation from English into Arabic of a full range of WIPO documentation, including statutory documents.

Up to the end of October 2015, Mr. Muhammad Atallah has performed to our full satisfaction, from a quality and timeliness point of view, the translation of more than 900,000 words from English into Arabic.

For any further information, I may be reached at diane.chadarevian@wipo.int.

Diane Chadarevian





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LESSONS FOR LIFE INTERNATIONAL

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Tel: (613) 9305 1156 Fax: (613) 9305 1609
W: www.lessonsforlife.net Email: info@lessonsforlife.net

August 30, 2010

To Whom It May Concern:

REFERENCE: Letter of Recommendation for Muhammad Atallah

We are delighted to have the pleasure of working with Muhammad Atallah on Lessons For Life – English projects. Lessons For Life International publishes interactive English software titles.

We contracted Muhammad in June and July 2010 to translate approximately 35,000 words and proofread 15,000 words from English to Arabic. We are very impressed with the speed, quality, and accuracy of his translations. He proved to be extremely reliable, prompt and professional. His customer service is second to none, his ability to react to quick last minute changes is excellent. The excellent service Muhammad provided was very much appreciated.

We would have absolutely no hesitation in recommending Muhammad Atallah to any potential client needing Arabic translations. We intend to utilize his translation services for our company's future requirements.

Kind Regards

Adam Apak

Adam Apak
Manager
Lessons For Life International

JÜSTIFÎÇATIØN

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LONDON E2 7PR

1 August 2010

Subject: Working with Muhammad Atallah

To whom it may concern,

Muhammad Atallah recently worked on a large project (around 80K words) for my customer, an international sports federation. His role was to translate a collection of modules on various subjects in Word and PowerPoint. My customer's Arabic contact was extremely happy with the work and I was very pleased with Muhammad's reliability, organisation and availability. I would work with Muhammad again if the opportunity arises and can recommend him as a translation provider.

Justin Hillier
Managing Director, Justification