

Curriculum Vitae

Personal Details:

Name: Muhammad Atallah Aboud Abdelaal

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 tongue)

English (Expert level)

French (Intermediate level)

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

Work Experience:

- **(20-25 November 2018) Translator, COMESA Secretariat.** Working within a team of nine Arabic translators, I provided Arabic translation support for the COMESA Policy Organ Meetings that took place from 20 to 25 November 2018 in Lusaka, Zambia.
- **(2 September 2018 – 31 October 2018) National Professional Officer (Translator), WHO Regional Office for the Eastern Mediterranean.** Under the direct supervision of Arabic Programme and French Translation (AFT) Manager, I have performed the following duties: 1) Translated, revised, and proofread documents and publications of the Regional Committee, technical papers, publication materials, Regional Director's addresses and speeches and contents of EMRO web-site; and 2) Traveled to Khartoum, Sudan, to provide translation support for the 65th Session of WHO Regional Committee for the Eastern Mediterranean, 15-18 October 2018.
- **(April 2018 – till now) Freelance English-Arabic translator, WHO Regional Office for the Eastern Mediterranean.** Until now, I have translated two WHO publications (290 pages) from English into Arabic.
- **(January 2015 – till now) Freelance Translator, Al-Ahram Foundation.** Since January 2015, I have been providing translation service from English into Arabic and vice versa, on

a freelance basis, for the Center of Translation and Publishing at Al-Ahram Foundation, the most widely circulating Egyptian daily newspaper.

- **(June 2011 – till now) External Translator, World Intellectual Property Organization (WIPO).** To the end of June 2018, I have translated more than 1.6 million words (about 5,000 pages) for WIPO from English into Arabic.
- **(November 2008 – June 2011) Self-employed English-Arabic Translator.** During that period, I provided translation services on a freelance-basis to many high-profile firms and organizations in Egypt and around the world. 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 can be viewed at <http://www.proz.com/wwa/932545>.

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

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

Computer Knowledge:

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

Prizes:

- [Winner of the 12th edition of Saint Jerome Translation Contest](#) Launched in 2005 by the English Translation Service at United Nations Headquarters, the St. Jerome Translation Contest is held each year to commemorate International Translation Day on 30 September.

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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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

JÜSTIFÏÇATIØ

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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