



Europass Curriculum Vitae

Personal information

First name(s) / Surname(s) **Berlant Tosson**
Address 12 services axis-2nd zone
Sadat City (Egypt)
Telephone(s) 20 111 521 7601 Mobile | 20 128 481 8141
E-mail(s) berlant_translator@gmail.com, go4translation@mail.com, berlant_translator@yahoo.com
Nationality Egyptian
Date of birth 25/08/1981
Gender Female

Desired employment / Occupational field

English Into Arabic Linguist

Work experience

Dates	06/04/2012 →
Occupation or position held	English into Arabic Linguist at SDL International
Main activities and responsibilities	Translating, Editing, proofing and quality checking English into Arabic documents.
Name and address of employer	SDL PLC Globe House, Clivemont Road, Maidenhead, , UK, Berkshire SL6 7DY (United Kingdom)
Type of business or sector	Translation
Dates	01/06/2012 →
Occupation or position held	English into Arabic Linguist at ICanLocalize
Main activities and responsibilities	Translating, reviewing, and localizing websites, software and general documents using Translation Assistant Editor.
Name and address of employer	ICanlocalize Portal 101 Convention Center Dr., Las Vegas, Nevada,, 89109 Nevada (United States)
Type of business or sector	Translation/Localization
Dates	13/09/2012 →
Occupation or position held	English into Arabic Linguist at InterpretersOnline
Main activities and responsibilities	Translating, reviewing and editing English/Arabic documents.
Name and address of employer	InterpretsOnline.com Rambla Nova, 76 6é 2na A, 43003 TARRAGONA (Spain)
Type of business or sector	Transaltion/Proofreading
Dates	26/10/2011 →
Occupation or position held	English into Arabic Translator at Translators Without Borders
Main activities and responsibilities	Translating, reviewing and editing English into Arabic documents on a voluntarily basis.
Name and address of employer	Translators Without Borders Suite 500 30 Main Street Danbury, 06810 CT (United States)
Type of business or sector	Translation

Dates	06 September 2011 - 01 June 2012
Occupation or position held	Contracted Freelancer English- Arabic Translator at Belkin
Main activities and responsibilities	Translating/localizing the user manuals of the company's products from English to Arabic via SDL World Server. Helping build the company's terminology Memory.
Name and address of employer	Belkin, USA Tupolevlaan 1 1119NW, Schiphol-Rijk (Netherlands)
Type of business or sector	Localization
Dates	10 December 2010 →
Occupation or position held	Contracted Freelancer English- Arabic Translator at Aflatoun
Main activities and responsibilities	Translation/Localization of Aflatoun's & Aflateen's documents(informal Education manuals, curriculum, and monthly updates). Helping build Aflatoun's terminology database. All work is recently done vial Wordbee Platform.
Name and address of employer	Aflatoun, Child Social & Financial Education Sarphatistraat 7, 15991 1001 NL Amsterdam (Netherlands)
Type of business or sector	Translation/Localization
Dates	03 January 2010 →
Occupation or position held	Team Leader Go4translationTeam & website admin
Main activities and responsibilities	Owner and freelancer translator providing English to Arabic language services.
Name and address of employer	Go4translation English to Arabic language services 12 services axis-2nd zone, Sadat city (Egypt)
Type of business or sector	Independent translator & Team leader
Dates	07 January 2008 - 01 October 2011
Occupation or position held	Freelancer English- Arabic Translator at Procert Co.
Main activities and responsibilities	Translating/localizing quality standards (Eurogap, BRC). Translating the company's legal documents.
Name and address of employer	Procert Egypt Co. 5, Mossadak St, Dokki, 4th floor, Suite 1, 250 Dokki Giza (Egypt)
Type of business or sector	Translation / Localization
Dates	05 February 2008 →
Occupation or position held	Freelancer English-Arabic Translator at Heia
Main activities and responsibilities	Translating quality standards for the company (Tesco TN10, BRC v.5)
Name and address of employer	Horticultural Export Improvement Association El Mehwar El Markazi, El Saraya Compound, Bldg. No. 4, Block 1/11, 6th of October City (Egypt)
Type of business or sector	Translation/Localization

Education and training

Dates	05/05/2007 - 20/06/2007
Title of qualification awarded	Toefl certificate
Principal subjects / occupational skills covered	Toefl training course.
Name and type of organisation providing education and training	Amideast Language Center (English Course) 23 Mesddak street-Dokki, Giza (Egypt)
Level in national or international classification	Passed with 600 degree

Dates 01 July 2006 - 01 August 2006
 Title of qualification awarded The ICDL's Certificate
 Name and type of organisation providing education and training Technology & Information College (Information Technology) Shebeen Al-koam (Egypt)
 Level in national or international classification Passed

Dates 02 January 2006 - 01 March 2006
 Title of qualification awarded B.A. Diploma
 Principal subjects / occupational skills covered Business Administration
 Name and type of organisation providing education and training With cooperation of Egypt university & A.U.C. Sadat City (Egypt)

Dates 10 September 2004 - 23 July 2005
 Title of qualification awarded Educational Diploma
 Name and type of organisation providing education and training Faculty of Education, Zagazig University Banha (Egypt)
 Level in national or international classification Good

Dates 10 September 1999 - 16 July 2003
 Title of qualification awarded B.A. in English literature & linguistics
 Name and type of organisation providing education and training Faculty of Arts, Banha- Zagazig University Banha (Egypt)
 Level in national or international classification Good

Personal skills and competences

Mother tongue(s) Arabic

Other language(s)

Self-assessment
 European level (*)

English

Understanding				Speaking				Writing	
Listening		Reading		Spoken interaction		Spoken production			
C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user	C2	Proficient user

(*) [Common European Framework of Reference \(CEF\) level](#)

Social skills and competences •Communicating ideas clearly and effectively. Goal-oriented, individual with strong leadership capabilities.
 •Ability to work independently as well as within a team-oriented environment

Organisational skills and competences . Skilled in all aspects of Superior organizational skills, great time management with close attention to details.
 •Great capacity to handle big projects on time.
 • Effective handling of numerous projects simultaneously and working under pressure to meet tight deadlines with utmost quality levels.

Technical skills and competences •Excellent computer skills and proficient in MS Office Applications & Internet research.
 •Ability to carry out in-depth research in order to solve terminological issues

Computer skills and competences ICDL Trados Studio 2009 /2011(Intermediate Level)

	<p>I worked with Belkin via SDL WorldServer Idiom WorkBench</p> <ul style="list-style-type: none"> ▣ meomoQ 5.2 (Intermediate Level) ▣ Tag Editor ▣ WordBee (Online platform I work with Aflatoun via it) ▣ Translation Assistant Editor ▣ Poedit (localization CAT) ▣ Winalign (Intermediate Level) ▣ Passalo 2009 (Intermediate Level) ▣ SDL Trados 2007 (Intermediate Level) ▣ SDLX (Intermediate Level) ▣ OmegaT • Microsoft Office 2003-2010 (Word, Excel, P.P, Access) • Acrobat professional 2008 • Microsoft Windows (7,XP, vista) • Microsoft Project • Photoshop 7.1. • PC's maintenance. • Dreamweaver. <p>Typing Speed 50 wpm</p>
Artistic skills and competences	<ul style="list-style-type: none"> • Member in Translators without Borders. • Mastering of both Arabic and English languages. • Awareness and understanding of linguistic and cultural identity • Sound proofreading skills • A thorough knowledge of grammar and punctuation in both Arabic and English • Skilled at learning new concepts quickly.
Other skills and competences	<ul style="list-style-type: none"> • Helping my clients communicate perfectly with any Arabic audience; • Helping my clients accommodate the Arabic linguistic needs of their international Arabian customers; • Providing culturally sensitive and correct Arabic language services; • Actively promoting a global business environment by eliminating geographical, cultural, social, political, and linguistic barriers. • Building long-term relationships with my clients! • Providing high quality Arabic language services that enable my clients to thrive in Arabian societies and a global economy.
Additional information	<p>My Specialties</p> <ul style="list-style-type: none"> • Agriculture • Education / Pedagogy History • Engineering: Industrial • Engineering: civil/construction • Communication • IT • General • Games • Computer: Software Localization • Computer: Hardware • Law: Patents, Trademarks, Copyright

Annexes

- Law: Contracts
- Livestock / Animal Husbandry
- Medical(General)
- Health care
- Medical: Pharmaceutical
- Science

Translated words in 2012: more than 150,000 SW.
Translation Rates: Min 0.03USD-Max 0.09 USD/SW
Proofreading Rates: 5 USD/hour

The rates are flexible and negotiable.

Translation Capacity: 2500-3000 SW/day
TEP services are applied upon request. I can provide a private proof-reader upon request.

Web Site: <http://www.go4translation.weebly.com/>

ProZ Profile: <http://www.proz.com/translator/1220984>

Skype: berlant.tosson