**Curriculum Vitae**

Engy Ahmed Elsoghier

**PERSONAL INFORMATION**

* Date of Birth : 09/04/1988
* Place of Birth : Alexandria
* Nationality : Egyptian.
* Lives in : Deutschland.
* Marital Status : Married.
* Driving License from Deutschland.
* Phone no:00491771680557
* E-mail Address: **engyelsoghier@gmail.com**

**Personal Summary**

I am a freelance translator looking for work with translation agencies and direct clients. I am always available to work with long time and urgent projects.

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas & can communicate clearly & effectively with people from all social & professional backgrounds. Well mannered, articulate & fully aware of diversity & multicultural issues. Flexible in the ability to adapt to challenges when they arise & at the same time remaining aware of professional roles & boundaries.

**EDUCATION**

* **Alexandria University**

Degree of (B.A) from Faculty of Law English Department.

**Courses:**

* **First Aid International (Euro link Safety):** Emergency First Aider at Work (DCAS), it covers the essential skills (resuscitation inclusive) and the emergency management of illness and injury following ILCOR and international Guidelines.
* **First Aid in Germany at:** Andis Erste Hilfe Schule.
* **English Course** at ASEB (Academic system for educational basics).
* **IELTS** (British Council)

**LANGUAGES**

* Arabic – native language.
* English – speak fluently and read/write with high proficiency.
* German – basics.
* French – basics.

**Rates**

Translation rate per source word (basic): 0.03 USD.

Hourly rate (proofreading): 10.00 USD

 Minimum charge: 10.00 USD. The rates are negotiable.

 **Work Objectives**

* Fast and Efficient Translation Services, Delivery before Deadlines, always satisfied customers.
* I am a full time translator. Usually I work from Monday to Friday, from 9am to 6pm, but I can work in evenings and weekends if necessary.
* My daily output is about 2500 to 3000 words.

**WORK EXPERIENCE**

* **Alex book center Company** FOR **PUBLISHING AND DISTRIBUTION Alexandria, Egypt**  **Period**: (2006 – 2010)
* **Positions:**

Senior Translator (2006)

* **Examples of types of document translated**
* I wrote a book consisting of 90 000 words.
* Translating all Upper Secondary Curriculum - 150 000 words.
* Translating Novel, Literature & Kids Stories.
* Worker’s manuals.
* Translating CV’s.
* **Alfuttaim: Retail Company**

**U.A.E**  **Abudhabi Period:** (April 2011 – April 2013)

**Position:**

* Translator.
* **Examples of types of document translated**
* Sales information Marketing & advertising.
* Annual reports.
* General Meetings.
* **AL TAMIMI & COMPANY:**

An ancillary services provider registered at the Dubai

International Financial Centre and regulated by the Dubai Financial Services Authority.

* As a **Legal Translator**.

**Period:** (May 2013 – June 2015)

* **Examples of types of document translated**
* Marriage, divorce, death and birth certificates.
* Immigration Documents, Marriage Agreements and Court settlements.
* Court findings: Supreme Court, Court of Appeals and District court.
* Establishing companies’ contracts. (EG & G, DGT, Retmo Furniture Trading & Express Learning)

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| --- | --- | --- |
| AREAS OF EXPERTISE |  | * Technical/Industry
* Logistic
* Construction
* Oil and Gas
* Legal
* Accountance
* IT: hardware & software
* Pharmacy
* Business, Financial texts
* Questionnaires
* General texts
* Education
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**COMPUTER SKILLS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Operating system** |  | **Office Package** |  |
| **MS-DOS** | **Excellent** | **MS Word 2003** | **Excellent** |
| **Windows XP** | **Excellent** | **MS Excel 2003** | **Excellent** |

**INTERESTS AND ACTIVITIES**

* Traveling.
* Reading.
* enjoy working on the computer.
* When the weather is bad, I read books or watch TV.
* One of my hobbies is writing letters to my pen-friends.
* Personal interests:
* Writing Diary.
* Photography - Wildlife, Nature, Portrait.
* Writing Poem.

\* I work full-time as a freelance translator with my own business from a home office.

\* On free days and in empty hours of the afternoon when I do not have any translation work or bookkeeping to do, I spend my time drawing or painting and pursuing my other talents in the visual arts.