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| **Flaviana Seba Resume**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Blantyre, Malawi • Email: flaviana@mail.com**\*Translator – Chichewa / Nyanja \***Over three years of success in translation services as a freelancer to local and international clients, excellent ability to provide services, conversant in both English and Malawian national language, ability to compute sentences spoken in one language and explain them in the other, etc. **Professional Experience**Feb 2010 – PresentFreelance translator**Services amongst others**• Translating sentences spoken or written in English into my local language and vice versa• Checking original text to ensure that translation is accurate• Adapting translations to grade levels as instructed• Proof reading and editing written materials• Using electronic listening equipment when prompted• Interpreting questions, answers and concerns of people• Serving as a cultural mediator where necessary• Translating written documents for different departments within the hospital and religious organisations**Other Strengths**• Excellent bilingual communication skills• Cultural awareness and sensitivity• Exceptionally professional demeanour• Ability to work in a fast paced environment and multitask• Doing radio and television voice–overs |