

CURRICULUM VITAE
PERSONAL DETAILS

Name: **ABIDRHAMAN ABDULLAHI ABDI**

Mobile: **+254727080835** D.o.b: **1st January 1999**

Email: abidrhamanabdullahi@gmail.com

Nationality: **Kenyan**

Gender: **Male**

Up work account: <https://www.upwork.com/freelancers/~01a1fb5e18c7a5f9fa>

Fiverr account: https://www.fiverr.com/abidrhaman?public_mode=true

Linkedin account: https://www.linkedin.com/in/abidrhaman-abdi-594097296?lipi=urn%3Ali%3Apage%3Ad_flagship3_profile_view_base_contact_details%3B7WkRaotgQTa7CIfkBjGSRw%3D%3D

CAREER SUMMARY

To develop into an outstanding person in my work and uphold professionalism in a competent organization that promotes both corporate and personal growth.

Major strength

- Ability to put in long hours with maximum supervision
- High personal integrity able to create relation and trust in all high articulate.
- Hardworking, responsible, teamwork, diligent, cooperative dynamic and honest young man with strong interpersonal skills with the ability to maintain high level of confidentiality and able to interact with people of different backgrounds
- In addition to my professional achievements, I am also a writer and currently working on a book titled 'In Search of Tomorrow'."

CAREER ACHIEVEMENT

- Successfully supervised a group of freelancers who undertook a translation and transcription assignment from NaTakallam
- Mentor youths affected by forced displacement in Dadaab Refugee Camp in digital freelancing and literacy skills.
- Active member of Translation Without Borders and the United Nations Volunteers program
- I was a panelist at the International Trade Center Economic Resilience for Business in Displacement Settings Forum held in Geneva, Switzerland
- Develop and implement monitoring and evaluation tools for various assignments awarded to the Dadaab Collective Freelancing Agency
- Collect, analyze and interpret field data as required by the Norwegian Refugee Council (NRC)
- Participate in refugee assessment exercise as organized by UNHCR

ACADEMIC BACKGROUND & QUALIFICATIONS

January 2022- December 2023: Diploma in Information Technology from Mount Kenya University

September 2022- September 2023: IT support at COURSERA

January 2018- December 2021: Kenya Certificate of Secondary Education (KCSE) at IFO Secondary School

January 2009- November 2017: Kenya Certificate of Primary Education (KCPE) at Midnimo Primary School.

WORKING EXPERIENCE January 2023- July 2023: Freelance Translator and Subtitle Amber script Role and responsibilities

- Transcription (transcribing interviews, audio or video, podcasts, etc.)
- Proofreading transcripts
- Translated Somali film into English

Nov 2023- 31 Dec 2023: Somali Translator Online at M-Shule Role and responsibilities

- Performed various translation and interpretation duties from Somali into English, including written texts, localization, internationalization, audio files, and live-speaking presentations online.
- Arranged concurrent translation during corporate meetings to allow English audience members to take part in Somali-language events.
- Translated text projects, including medical documents, legal documents, website content, news articles, and corporate reports.
- Upheld strict confidentiality policy when translating personal and other materials.
- Provided interpretation and transcription services as needed by corporate clients.

October 2023- to date at work Online platform and working as an online Freelancer Roles and responsibilities

- Work as an online freelance Voice-Over, Proofreader, Translator and Transcriber. I have been doing Somali Translation/ Interpretation for the last 4+ years .
- Discussed projects and completed assignments by utilizing email, and telephone communication.
- Utilized exceptional writing skills, editing skills, and proofreading skills to produce engaging and error-free content. □ Prepared proposals

April 2023- June 2023 at United Nations Higher Commission for Refugees (UNHCR) Senior Somali Translator/Interpreter-focusing on migration and forced displacement initiatives Somali Interpreter | United Nations High Commissioner for Refugees Roles and responsibilities

- Translating Somali language to English and vice-versa for refugees and asylum seekers during the Bio-metric Identity Management System (BIMS) exercise in Ifo 1.
- Calling clients for the lineup.
- Offering assistance on fingerprinting process e.g. elderly people.
- Translating English documents into Somali. **Specialties and skills**
- Medical Translator
- Information Technology
- Proofreading
- Writing books
- Male voice-over artist
- Video Editor

When undertaking assignments I employ the following software:

- SDL Trados
- Memo Q
- Microsoft Office

INTERESTS

- Volunteering
- Teamwork
- writing Books