

JAWAD AHMAD

CONTACT

E-mail: pakteh5656@gmail.com

PERSONAL DETAILS

- Date of birth: Apr 22th 1990

OBJECTIVES

- Diversifying my expertise through working in new fields.
- Focusing on understanding the market and its trends.
- Being a part of a team and interacting with different kinds of people.
- Having perfect communication skills.
- Thinking outside the box to find creative solutions that will benefit and help out others.

WORK EXPERIENCE

Self Employed

2014 — Present

Freelance Translator English To Urdu versa
Translating documents from English To Urdu versa

Self-employed

November 2019 — Present

Freelance Translator/Copywriter

- Working on multiple Freelancing platforms.
- Taking tasks that involve translating from English To Urdu versa
- versa

Ink Touch

September 2019 — November
2019

Administrative Supervisor

- Assisting in management of the company
- learning new skills and working on web development software's like magneto and
- odoo supervising the processes in the different sections of the company
- Managing Emails and the company's website
- Interacting with customers and working on providing the best customer experience.
- Coming up with solutions to clients' problems.

Reach Syria

April 2019 — September 2019

Freelance Translator/ IT Web Application

- Received training courses and worked on translation assignments on a daily basis,
- worked with the company's branch in Jordan The Language Clinic
- working daily from 10 am until 6 pm
- Learning how to address every client's needs and expectations.

Good Book

September 2017 — November
2019

Freelance Translator

Translating literary documents. (Novels, scientific studies and historic literature).

Alissar Saeb**May 2018 — December 2018**

Freelance Translator

Translating and proofreading Patents.

Media Times Online**April 2015 — April 2017**

Freelance Translator

- Translating and proofreading Online Articles and other texts concerning tourism and fashion
- Working with different clients to ensure a quality that meets their standards.
- Understanding key customer individual needs and addressing them.
- Meeting with managers in the organization to plan strategically.

Ali Alwassouf**December 2015 — June 2016**

Freelance Translator

Translating legal documents From English To Urdu versa

House Of Content**March 2015 — August 2016**

Freelance Translator \ Editor

Translating Press Releases and other texts in the hospitality, tourism, fashion and economics fields.

Alissar Saeb**March 2014 — April 2015**

Freelance Translator

Translating and proofreading Scientific and Technical Patents.

Corner Makeup**Apr 2012 — august 2013**

Sales woman

- selling and marketing makeup products in the shop
- understanding customers' needs and providing them with the best
- solutions keeping up with the latest trends in the makeup world

- Bachelor's degree in English Translation
- IELTS Degree with an average of 7.5

QUALIFICATIONS**English Translation****2012 — 2017**

Tishreen University

EDUCATION

This course covers different aspects of translation from English To Urdu and vice versa, it covers subjects relating to features of grammar, literal and connotative meaning, aspects of cultural expression, cohesion, coherence, and organization of work in the target language and defining a translation strategy according to the genre of the text and the purpose of translation. also perform the translation of web and IT application It aims to equip students with a strong command of both the Somali and Arabic languages. providing them with advanced communication, critical thinking and problem solving skills.