MUSA MUSA ABDULLAHI

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PERSONAL PROFILE

Passionate multilingual translator with over 10 years' experience in English-Hausatranslations and over 8 years with Hausa-English translations. Successfully translated over 200k words ranging from projects, Research and Annual repoNs.

SKILLS & ABILITIES

- Excellent Verbal, Non-Verbal, and Written Communication
- Cultural Awareness and Intelligence
- Time Management and Multitasking
- Analysis and Research
- Self-Management and Self-Motivation
- Creative Writing skills

EDUCATION

•	Diploma in Computer Application	2012
•	Senior School Certificate Examinations (SSCE)	2013
•	First School Leaving Certificate (FSLC)	2008

TRANSLATION, TRANSCRIPTION AND SUBTILING EXPERIENCE

•	Freelance translator, Afro lingo	2019 to date
•	Freelance Translator, Mission Translate	2020 to date
•	Subtitling Job, Word Light Translation	2021
•	Translator, Save The Children	2018 to 2020
•	Translator, Sarl Sari	2021
•	Translator Interpreter, Translators Without Borders	2014

PROFESSONAL EXPERIENCE

Supply Chain (Intern) - Maiduguri
Save the Children International. November 2020- Date

Categorized and file hard copy documentation for warehousing and fleet departments.
- Categorize, check for completeness and file as per sector all procurement documentations
- Check for completeness arrange and bind previous tender documents and prepare packing listbefore storage into archives
- Properly label all complete procurement, warehousing and fleet files
- Help arrange all supply chain offices while working with a supply chain team member
- Document and consolidate all samples currently in logistics office for storage at warehouse
- Using check list compile and file vendor s documentation and highlight any missing information forfollow up by supply chain team
- Working with both procurement and logistics coordinators, undertake online filling for fastprocesses with proper nomenclature

STEMInstructor-MaiduguriDevelopment
HUB. Feb 2020- Date

- Help in STEM planning and decision-making
- Facilitate professional learning for children
- Model continues professional learning
- Involved in policy and advocacy

MEAL Enumerator- Maiduguri
Catholic Relief Services. May 2022- August 2023

- Support in household registration using kobo Collect tool using a detailed registration tool
- Facilitate individual/ household data collection
- Ensure quality data entry and as well verify data by comparing it with the source documents (wherenecessary)
- Perform regular backups to ensure data preservation
- Maintain high level of coordination of beneficiaries during the enterprise training to be conductedafter registration.
- Monitoring of beneficiaries as they carry out their IGA activities aRer training. Registration of baseline survey using kobo Collect tool.

- To support your team leader in ensuring that budget allocations to the team are spent in line with priorities and the principles of best value, and to ensure that all resources are kept in good order and safe.

TRAINING AND CERTIFICATIONS

- Master Machine Translation Post Editing & Emerging Jobs| Udemy | January 2020
- CPA | Save The Children | November 2020
- Conflict Analysis of Borno and Yobe] Save The Children | November 2020
- Freelancer| Afro Lingo | November 2019
- OFDA III PDM | Save The Children | September 2020
- Personal Safety and Security E-course | Save The Children | July 2020
- NMFA CPA | ¿ive The Children | June 2020
- OFDA III Wash Kit PDM | Save The Children j May 2020
- SAFEGUARDING ADULTS: level 3 Training | FUTURE LEARN | APRIL 2020
- COVID-19: Tackling The Novel Coronavirus | FUTURE LEARN | MARCH 2020
- EGRA/SEGRA | Consortium Plan-international & SCI | March 2020
- SQUEAC Suwe)| Save The Children j February 2020
- MUAC Training| Save The Children| February 2020
- Early Childhood Programming in the Field| UNICEF AGORA eLearning Centre | February 2020
- OFDA II Wash Kit PDM |Save The Children |*anuary 2020
- NJR Needs Assessment |Save The Children | November 2019
- Scope Registration Training | WFP/ACTED| April 2018
- Learn How to Learn j Openclassroom | September 2019
- Go-Fullstack with Node.js Express and MongoDB | Openclassroom | September 2019

REFEREES

IMAM MUSBAHU
Talent Manger
AfroLingo
Email: imam.musbahu\éafrolingo.co.za

SANDRA VAZQUEZ
Project
ManagerMission
Translate.
Email:Sandra.vazques IS missi
ontranslate.com

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Venomfltranslation
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