

**Samira Sakr**  
**English into Arabic &**  
**Arabic into English**  
**Translator**



**Personal information**

First name(s) / Surname(s)	<b>Samira Sakr</b>	
Address	1 <sup>st</sup> settlement, Cairo (Egypt)	
Telephone(s)	00 20 1003836738	Mobile   00 20 1003836738
E-mail(s)	samarsakr@yahoo.ca	
Nationality	Egyptian	
Date of birth	10/11/1979	
Gender	Female	

**Desired employment / Occupational field**      **English into Arabic Translator & Vice Versa**

**Work experience**

Dates	2009 → now
Occupation or position held	Translator
Main activities and responsibilities	Translation & Proofreading
Name and address of employer	The World Association for al-Azhar Graduates Cairo (Egypt)
Type of business or sector	Translation
Dates	2001 - 2017
Occupation or position held	Freelance Translator
Main activities and responsibilities	Translation & Proofreading
Name and address of employer	Various Clients Cairo, Kuwait, UAE (Egypt, Kuwait, UAE), Germany

Type of business or sector	Translation & Proofreading
Dates	2003 - 2009
Occupation or position held	German Teacher
Main activities and responsibilities	Teaching
Name and address of employer	Akhnaton College Cairo (Egypt)
Dates	2002 - 2003
Occupation or position held	Translator & Executive Secretary
Main activities and responsibilities	Translation, filing, organizing
Name and address of employer	Daghash Tenda Cairo (Egypt)
Dates	2001 - 2002
Occupation or position held	Translator
Main activities and responsibilities	Translation & proofreading
Name and address of employer	Akher Khabar Journal Cairo (Egypt)
Type of business or sector	Translation

**Education and training****Dates**

1997-2000

**Title of degree**

BA in Translation &amp; Languages

**Name and type of organization**

German Department,  
English (second language)  
Faculty of Alsun, Ain Shams University

**Courses**

AUC: Career Certification in Teaching Arabic as a Foreign Language (August, 2019)  
AUC: Foundation Certificate in Written Translation (FCWT) (July 2011)  
Ain Shams University: English Translation course (2009)  
Scholarship in Germany : (Goethe Institute Germany) (July 2009)  
Goethe Institute Cairo: Translation courses  
Goethe Institute Cairo: Conversation courses  
British Council: Conversation course

**Specialization**

Islamic religious translation, 2 books for children, general, politics, social science, media, Journalism, diplomatic and international affairs translation, business correspondences, pedagogy, and education.

**Professional Skills**

- Hard worker
- Ability to efficiently handle and manage large translation projects
- Ability to efficiently manage teams and work in teams
- Dedication to work and timely delivery of assigned projects and tasks
- Outsourcing to other freelance translators

**Organisational skills and competences**

- Leadership: I am responsible for a team of 3 people
- Good experience in team management;
- Sense of organization.

**Computer skills and competences**

- Good command of Microsoft Office tools (Word and PowerPoint);
- Internet;

**(CAT tools)**

- Good Command of Trados