

Sara Hassan BORJI

freelance translator and interpreter.

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📍 south of Lebanon - Rmediyeh, Lebanon

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🌐 [linkedin.com/in/sara-h-borji-43795522a](https://www.linkedin.com/in/sara-h-borji-43795522a)

EDUCATION

Bachelor of Arts - Language Interpretation and Translation.

Islamic University of Lebanon (IUL) Lebanon

07/2020 - Present.

Courses

- Concepts in medical translation.
- Business Translation.
- On-Sight interpretation, Arabic-English and vice versa.
- Law Language.

WORK EXPERIENCE

translation Intern

Translators' Union

01/2022 - Present.

Lebanon

Translators Union is an independent, non profit association, established in 2021 under registration number 401, issued by competent Lebanese authorities.

Achievements/Tasks

- Translated over 3500 words a week from English into Arabic language and vice versa.
- Accomplished the translation of legal, economical, and medical documents .
- Analyzed the target document and insured the meaning and tone of the source document is 100% conveyed.

Contact : <http://www.translatorsunion.com/main.php>

freelance translator English >< Arabic

Trainer Zainab BORJI

12/2021 - Present.

Lebanon

Certified trainer at IABC center and Souzan psychological center.

Achievements/Tasks

- Accomplished the translation of 13500 words of a psychological document from English into Arabic.
- Proofread 13500 words and insured the translation conveys the context of the original text by 100%.
- Designed 10 DBT worksheets in English and Arabic languages.
- Delivered the required documents 100% on deadline.

Contact : 961 71 47 57 82

English<>Arabic Translator

Creative Society

11/2021 - Present.

The Creative Society is a project established in 2019 that provides the opportunity to bring civilization to a new stage of evolutionary development

Achievements/Tasks

- Translated over 3000 words from English into Arabic and vice versa, including written texts, audio files, and speaking presentations.
- Proofread 3000-word texts a week from English into Arabic language and vice versa.
- Interpreted 5 dialogues and conversations from English into Arabic language.
- Performed voice-over translation from English into Arabic language.

Contact : <https://creativesociety.com/>

SKILLS

Multilingual

Strict adherence to deadlines.

Content Analysis

RESEARCH

Drive and Initiative

Skilled in presentation composition

Creative Writing Skills

Verbal, Non-Verbal, and Written Communication

Teamwork

PROOFREADING

ORGANIZATIONS

Creative Society (11/2021 - Present.)

TRANSLATOR AND INTERPRETER

CERTIFICATES

Interpretation course (10/2021 - 01/2022)

translators' union

Certificate of Appreciation (11/2021 - 01/2022)

Creative Society

Simultaneous Interpretation workshop
(11/2021 - 11/2021)

lingua center

LANGUAGES

Arabic



English



Spanish



Portuguese



TOOLS

Google sheets

zoom

writing skills

Microsoft Word

Microsoft Excel

memoq