



Sara A. A. Shaban

Professional Freelance Translator, Proofreader, Editor, Subtitled, Transcriber, Tutor, Teacher, Copywriter, Content Writer, Voice-Over Artist, Localizer, and Data Entry Clerk, Medical Laboratory Technologist

If you are looking for a professional freelancer, you have just come to the right place.

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WORK EXPERIENCE

Voice-Over Artist

Self-employed

05/2022 - Present

Gaza, Palestine

Localizer

Self-employed

05/2022 - Present

Gaza, Palestine

Proofreader & Editor

Self-employed

05/2022 - Present

Gaza, Palestine

Subtitle and Transcriber

Self-employed & Daleel Center

05/2022 - Present

Gaza, Palestine

Content Writer and Copywriter

Self-employed & Daleel Center

05/2022 - Present

Gaza, Palestine

Tutor of English, Math, Science IT, and Islamic Education

Self-employed

07/2018 - Present

Gaza, Palestine

Arabic<>English Translator

Self-employed

09/2012 - Present

Gaza, Palestine

Data Entry Clerk

Self-employed & Daleel Center

03/2009 - Present

Gaza, Palestine

EDUCATION

B.Sc. in Medical Laboratory

The Islamic University of Gaza "IUG"

08/2012 - 07/2017

Gaza, Palestine

Courses

- Food Microbiology Course
- Diagnostic Medical Microbiology Course

SKILLS

Translation Editing Proofreading Subtitling
Transcription content Writing Research
Summarizing Paraphrasing Formatting Revision
Data Entry Copywriting Tutoring Teacher
Voiceover artist Resume Writing Cover Letter Writing
Localization Search Engine Optimization "SEO"

CERTIFICATES

Freelancing Translation Course (05/2022 - 06/2022)

Daleel Center for Training and Development

LANGUAGES

Arabic ● ● ● ● ●

English ● ● ● ● ●

TOOLS

Microsoft Office Kilgray MemoQ SDL Trados studio
Memsources Aegisub Handbrake Subtitle Edit
Format Factory WordFast pro Foxit phantomPDF
Zoom KineMaster Google Docs Google Drive