

ZAYYAD HAMID MAI

SUMMARY

Proactive, Team player, pressing value on process and methods of finding solutions, Innovative and outside the box thinker.

Accountant

[mail= zayyad.mai@gmail.com, phone= 08163024833]

EMPLOYMENT HISTORY

1) Afrilocales

Nigeria

October 2022-

❖ **In-House Hausa & Fula Translator**

2) LinguaPros

United States

April 2022 -

❖ **In-House Fulfulde/Fula Translator**

3) Project Manager

Babelos Nigeria

Lagos State

April 2020 – May 2022

❖ **RESPONSIBILITIES**

- Managing Projects by ensuring they are delivered within the stipulated time cycle.
- Coordination and Team Lead in Charge of Translators and Reviewers.
- Assessing, training and assigning tasks to capable resources.
- In charge of Quality Assurance of Projects under each resource.
- Coordination of work-flow and tasks.

4) Translator

RWS Moravia

Czech Republic

January 2019- May 2020

FREELANCE WORK

Translator

LocPros

United Arab Emirates

2022 (Contract)

Translator

Jargon

Egypt

2022 (Freelance)

EDUCATION

ACCOUNTANCY

Modibbo Adama University Yola

(2014-2021)

Senior Secondary Leaving Certificate

Essence International School Kaduna

(2004-2010)

First School Leaving Certificate

Wuro-hausa Primary School, Yola Adamawa State

(1999-2004)

SKILLS

- AutoCAD
- Google Packages
- Memsorce
- Microsoft Excel
- Microsoft Word
- Tally Accounting Package
- Agile Scrum Master Expert

SOFT SKILLS

- Teamwork & Communication
- Critical thinking
- Creativity

HOBBIES

Community service
Travel
Reading
Writing

LANGUAGE SKILLS

English ○○○○○○ Hausa ○○○○○○ Fulani ○○○○○○

REFERENCES

Mr. Ugorji Nanna (Project Manager)
Babelos Nigeria – 08052023373

Mr. Nasir Bello (Senior Auditor)
Priam Group - 08034802150