

Mohammed Awdeh

A hard working ambitious Translator

Holding a BA degree in translation, and a record of training and experience in multiple social activities. I aim for a position where I can develop and benefit from my talents, education and personal skills. Additionally, I enjoy working and interacting with people of all ages and levels. I am confident that I would be a valuable asset to any company, business, organization, or team that I join.

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Hadath, Beirut, Lebanon

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EDUCATION

BA. Political Science Lebanese University

09/2021 - Present

Beirut, Lebanon

BA. Translation and Interpretation Lebanese International University

09/2017 - 06/2021

Beirut, Lebanon

Baccalaureate in Economy and Sociology Hussein Maktabi-High School

10/2015 - 06/2016

Beirut, Lebanon

WORK EXPERIENCE

Translator

Kalemat for Translation & Services S.A.R.L

10/2021 - Present

Beirut, Lebanon

Achievements/Tasks

- Language knowledge
- Translation
- Research
- Communication
- Organization

Sales and Marketing Specialist Setco Company

05/2021 - 09/2021

Beirut, Lebanon

Retail shop manager

Achievements/Tasks

- Communicating skills
- Negotiating with Customers, prospecting

Translator Freelance

08/2019 - Present

Beirut, Lebanon

Achievements/Tasks

- Created 150 written Versions of audios, video recordings and meetings!
- Edited and transcribed continuously!
- Provided excellent speaking and writing of the language patiently!

Sales Moustache

05/2017 - 04/2018

Beirut, Lebanon

Achievements/Tasks

- Solutions-Oriented, Data Entry, Customer Service

SKILLS

Communication

Linguistic Skills

Research Skills

Critical Thinking

Time Management

MS Office

Social media platforms

Computer skills

Content Writer

Adaptability

Creativity

ORGANIZATIONS

DOT Lebanon (09/2021 - Present)

Member

Centre MINE (09/2021 - Present)

Member

CERTIFICATES

Legal Translation Diploma (02/2022 - Present)

Diploma that includes Legal documents and Terms.

Internship - Kalemat services S.A.R.L

This certificate is proof of completing translation internship duration.

Learn n' Digital

How to get into Digital Marketing

Computer and Translation Techniques
(04/2021 - 05/2021)

Cat Tools

Challenge of Interepreting

The challenge of interpreting and how to overcome them

Assertive Bilingual Communication

Translation Union

Basic Skills for Written Translation

Translation Union

LANGUAGES

Arabic

Native or Bilingual Proficiency

English

Full Professional Proficiency

French

Limited Working Proficiency

Spanish

Elementary Proficiency

INTERESTS

Reading

Writting

Music

Workouts