

# FATIMA TAHA

Lebanon, Nabatieh ·

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**Translator.**

## EXPERIENCE

### - - **French Tutor**

Nabatieh | 2019- 2022

- Gave private French lessons for young adults and kids to help them learn French starting from beginner's level, and helping them reach their desired level.

### - - **French Tutor at "Language Guru"**

Nabatieh | 2021

- Language Guru is an online teaching platform based in Lebanon. Gave French lessons for levels A1, A2, and B1.

### - - **Translator (volunteer) at Layla Khatoun**

Nabatieh/Egypt | 2020-2021

- Layla Khatoun is an online feminist advocating magazine for women in the MENA region. Translated different forms of articles relating to problems in the MENA region, especially problems that women face in the Arab world.

### - - **Cashier, butchery**

Nabatieh | 2020 - 2020

Worked as a cashier in a butchery

- Counted cash in register drawer at beginning and end of shift.
- Monitored self-checkout systems and provided assistance or intervention where required.
- Supervised the work done to ensure that all orders places were delivered correctly and on time.

### - - **Translator, Translation Office**

Nabatieh | 2018 - 2019

- Translated of all kind of documents (official papers, books, contracts, etc...)
- Interpreted documents in French and Arabic and English.
- Reviewed final works to spot and correct errors in punctuation, grammar and translation.
- Helped employer with work and improved the speed rate of the translations

## **EDUCATION**

- - **Bachelor Degree - Oct 2018 - July 2021** Islamic University of Lebanon | Beirut, Khaldeh Translation and language studies

- - **High School Diploma - Sep 2017 - May 2018**  
Al Sabbah High School | Lebanon, Nabatieh

## **LANGUAGES**

- - Arabic (mother tongue)
- - English (excellent knowledge)
- - French (bilingual)
- - Spanish (A1)
- - Italian (A1)

## **CERTIFICATIONS**

- - Certificate of completion Spanish Level 1 (A1) (2022)
- - DALF C1 Diplôme approfondie en langue française (2021)
- - Attesto di Frequenza E Profitto (Italian A1 diploma) (2019/2020 course)
- - DELF B2 Diplôme d'études en langue française (2017)

## **SKILLS**

- - Proofreading (French, English, Arabic)
- - Knowledge in CAT Tools (computer assisted/ aided translation tools)
- - Able to respect deadlines and deliver any project on time and fully completed
- - Management of Microsoft Offices
- - Good listening, and multitasking abilities
- - Writing skills (articles, assignments, copywriting, essays and other forms)

## **INTERESTS**

- - Reading
- - Writing

