

# MARWA HASHEM

marwahashemmm@gmail.com +961 76 169 791 Beirut, Lebanon

## Professional Summary

Motivated translator with a proven track record of success in creating and optimizing documents for the English language. Interested in gaining experience and applying skills to a new position that can lead to career advancement.

## FORMATION

Bachelor Degree in Translation

Faculty of letters and human sciences, Islamic University of Lebanon

2019-2021

Cambridge Certificate in Advanced English CAE

Islamic University of Lebanon

2019-2020

Lebanese Baccalaureate

Al-Kawthar High school

2016-2017

Relevant Courses

Completed a course in Subtitling



## WORK EXPERIENCE

English-to-Arabic Translator

2019 – Present

Beirut

- Researcher/ Editor at CARMA - Global Media Intelligence Provider (2021-Present)
- Freelance Translator at Andovar
- Freelance Translator at Contentistic
- Performed various translation and interpretation duties from English into Arabic, including written texts, audio files, and live speaking presentations.

## PERSONAL SKILLS

- Analysis Research
- Excellent Verbal Non-Verbal Communication
- Critical Thinking
- Time management Multitasking
- Scheduling Passion Hard working
- Autonomy
- Cultural awareness Intelligence

- Translated text projects, including legal documents and news articles.

Tutor

Private center

2017-2019

Beirut

- Teaching students in primary and college levels
- Preparing study material for the classroom
- Planning, setting and assessing homework
- Prepare academic support sessions for small groups of students

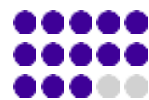
# IT SKILLS

# LANGUAGES

ArabicEnglishFrench

# CENTER OF INTEREST

Microsoft Office Word Excel  
Powerpoint



Physical sport Reading  
Teaching Cultural activities