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PROFESSIONAL SUMMARY

Seasoned freelance translator with a proven track record of delivering precise and culturally accurate translations tailored to diverse client needs. Proficient in various domains, including legal, medical, social media, audiovisual, and literary translation, with a meticulous attention to detail and a commitment to maintaining linguistic fidelity. Collaborative approach and strong communication skills ensuring effective client engagement and satisfaction.

EDUCATION

LEBANESE AMERICAN UNIVERSITY	BEIRUT, LEBANON
<i>Masters Degree in Comparative Literature</i>	SEPTEMBER. 2025— PRESENT

LEBANESE AMERICAN UNIVERSITY	BEIRUT, LEBANON
<i>Bachelor's Degree in Translation – Business Translation Emphasis</i>	SEPTEMBER. 2021 – JUNE. 2024

MAAREF UNIVERSITY	BEIRUT, LEBANON
<i>Bachelor's Degree in Journalism and Digital Media</i>	SEPTEMBER. 2022

PROFESSIONAL EXPERIENCE

AKHBAR NEWSPAPER- ENGLISH DEPARTMENT	BEIRUT,
LEBANON	
<i>Freelance Translator (Arabic-English)</i>	AUGUST. 2024 – JANUARY 2026

- Wrote, translated, and edited Arabic news and analysis into publication-ready English stories tailored for an English-speaking audience.
- Produced English social media content across multiple platforms.
- Covered breaking news in a fast-paced newsroom environment, delivering clear, timely updates under tight deadlines.

SELF-EMPLOYED	BEIRUT, LEBANON
<i>Freelance Translator</i>	JANUARY. 2022 – PRESENT

- Providing freelance translation services for business, legal, medical, audiovisual, and literary projects, delivering precise and culturally accurate translations tailored to client specifications.
- Utilizing linguistic expertise and interpretation skills to accurately convey the intended meaning of texts and evoke desired emotions in target audiences.

UN HABITAT	BEIRUT, LEBANON
<i>Translation Internship</i>	JANUARY. 2024 – MAY. 2024

- Translated legal reports pertaining to the rehabilitation of damaged housing and the revitalization of creative cultural industries in Beirut (BERYT) project, ensuring accuracy and clarity.
- Translated citywide assessment reports for the UNDA project, contributing to effective communication and understanding of project objectives.

BEIRUT ASSOCIATION FOR SOCIAL DEVELOPMENT AND EMKAN NGO	BEIRUT, LEBANON
<i>Freelance Content Writer</i>	NOVEMBER. 2023 – MARCH. 2024

- Developed and executed Arabic content for various social media platforms, ensured consistency in messaging and brand voice across all social media channels.

SUBCONTRACTOR TEAM OF DELOITTE AND TOUCHE - M.E	BEIRUT, LEBANON
<i>Freelancer Translator</i>	JULY. 2023 – MARCH. 2024

- Translated 12 Deloitte and Touche projects, including solution designs, CVs, presentations, analysis reports, policies, legal contracts, project proposals, plans, risk management documents, and management frameworks.
- Managed a team of translators for huge projects insuring timely delivery.
- Assured precise rendition of terms and conditions across diverse project requirements.

LIBRARIE DU LIBAN PUBLISHERS	BEIRUT, LEBANON
<i>Freelance translator</i>	NOVEMBER. 2022 – DECEMBER. 2022

- Translated "The Glass Mustache" book as part of the "Butterfly Books" series authored by Dr. Albert Mutlak.
- Collaborated with editors and proofreaders to refine the translated text and ensure its quality and coherence with the author's intent.

LEBANESE AMERICAN UNIVERSITY - SIMULATION MODELS (MUN,MAL,MGG,MEU)

BEIRUT, LEBANON

Media Coordinator

SEPTEMBER. 2022 – MARCH. 2023

- Produced compelling written content and created visually appealing photography for diverse projects.
- Collaborated with teams to develop content strategies and execute creative campaigns.
- Ensured consistency and quality in all content produced, meeting client expectations and project deadlines.

SAID NGO

BEIRUT, LEBANON

Translation and Content Writing Internship

DECEMBER. 2022 – FEBRUARY. 2023

- Translated medical documents and content for social media platforms, ensuring accuracy and clarity in conveying complex medical terminology.
- Wrote engaging social media content including captions and posts, maintaining consistency in messaging and brand voice across various platforms.
- Collaborated with medical professionals and social media teams to deliver compelling content that resonated with target audiences.

PREPLY

BEIRUT, LEBANON

Arabic Teacher for Non Native Speakers

JUNE. 2022 – DECEMBER. 2023

- Taught Arabic to diverse groups of students worldwide, covering beginner to advanced levels and Lebanese dialect.
- Provided tailored instruction to meet individual learning needs, including creative writing sessions.
- Fostered interactive learning environments to enhance student engagement and progress.

CERTIFICATES, TRAININGS AND WORKSHOPS

- Project Management in Translation Certificate — The Council:Leadership Academy (April 2024)
- SEO and Copywriting Certificate — The Council:Leadership Academy (April 2024)
- Movies Translation and Subtitling – Edumotion Academy (July 2022)
- Teaching Arabic for non-Native speakers – International Academy for Building Capacity IABC (May 2022)
- Content Creation Training – Shadda Media Lab (December 2022)
- Creative Thinking Training – UNICEF - Generation of Innovation Leaders Program – GIL (August 2021)
- Financial Bootcamp Training – UNICEF- Generation of Innovation Leaders Program – GIL (August 2021)
- Completed the Media Literacy Program of Media Digital Literacy Academy of Beirut – Lebanese American University (July 2022)
- Winner of Maaref University Translation Competition – 2nd place – Al Maaref University (July 2020)
- Summer School 2022 ON Data Science and AI – Talal and Madiha Zein AUB Innovation Park/ Riyada Innovation/ Friedrich Naumann Foundation for Freedom (June 2022)
- Completed Model Youth Parliament (MYP) program – Friedrich Naumann Foundation for Freedom and Universite' Saint-Joseph – USJ (March 2023)
- Writer of (YAFA) Short Story - Creative Writing Workshop – Lebanese American University (December 2022)

VOLUNTEERING

- Editor and Management assistant – online broadcast - volunteers led broadcast
- Translator – Media and Digital Literacy Academy of Beirut (MDLAB) - Lebanese American University
- Teacher for Grade 9 – MMKN NGO

COMPUTER SKILLS

- Microsoft Office – Word, Excel, PowerPoint (Advanced)
- Translation Tools: SDL Trados and other CAT tools (Advanced)
- Graphic Design: Adobe Photoshop, Canva (Advanced)
- Video Editing: Adobe Premiere, other video editing tools (Advanced)
- AI Tools: Tailoring AI tools for different purposes in translation domain (Advanced)

LANGUAGES

Arabic (Native); **English** (Advanced)