Ahmed Kandil

Experienced English<>Arabic Linguist Reviewer – LQA- LPS- MTPE – Localization- DTP

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ABOUT ME

I am Ahmed Kandil, an experienced English<>Arabic Linguist, Translator, and Reviewer with over 14 years of experience delivering high-quality language solutions for leading global companies, including Amazon, Microsoft, GE, Samsung, Cyber Tech E-Solutions, and WISE SerTech.
My expertise covers translation, localization, editing, proofreading, linguistic validation, reviewing, desktop publishing (DTP), voice-over, and subtitling. I have extensive experience reviewing and refining translated content to ensure accuracy, fluency, consistency, terminology compliance, cultural appropriateness, and adherence to client-specific style guides and l Quality, to me, goes far beyond the words on the page.I pay close attention to syntax, flow, tone of voice, terminology, context, and linguistic nuances, ensuring that every translation reads naturally and conveys the intended meaning and impact of the source text. I also understand the importance of preserving creativity and cultural relevance, ensuring that jokes get a laugh and creative ideas impress.
In addition to my linguistic expertise, I can manage translation and localization projects from beginning to end, working closely with language specialists, localization engineers, terminologists, product and development teams, internal stakeholders, and external vendor. I am experienced in maintaining linguistic consistency across large-scale projects while meeting demanding deadlines and quality requirements.

My core strengths lie in English↔Arabic translation and review, linguistic quality assurance (LQA), proofreading, terminology management, style and consistency checks, and continuous improvement of translation quality. I bring a detail-oriented, quality-driven, and context-focused approach to every project I work on.

Language Pairs

- Language Pair 1: English to Arabic
- Language Pair 2: Arabic to English

Education

Graduated from Faculty of Languages and Translation, Department of English, Simultaneous Interpretation Section, Al-AZHAR University with total grade **GOOD**.

Specialties

- Website Localization
- Marketing & Business
- Tourism & Hospitality
- Medical Healthcare
- Software localization\translation
- Video-game
- Legal Translation
- Subtitling translation
- DTP (desktop publishing)

CAT Tools Software

- SDL Trados
- WordFast Pro 6
- Passolo 2011
- Alchamy Catalyst LocStudio
- MemoQ & Plunet
- Transit & XTRF & ClickUp
- X-Bench (QA Tool)
- Disttiler (QA Tool)
- MemoSource & Subtitle Edit
- Idiom & SmartCat & Phrase

DTP Software

- InDesign CS5
- Illustrator CS5
- Quark Press
- Adobe Acrobat Pro
- Photachopt CS5
- Coral Draw

Daily Output

- 5k to 10k words/day
- 40k to 70k words/weekly

Skills

- Accuracy
- Adaptability
- Communication
- Organization
- Negotiation

WORK EXPERIENCE

Junior Translator & Allocator
Bayan-Tech
March 2012 – November 2014

- Review translated texts for grammatical accuracy, consistency, and adherence to style guidelines.
- Assist in the allocation of translation projects to appropriate translators based on their expertise and workload.
- Help schedule deadlines and monitor progress to ensure timely completion of projects.
- Making sure team members fully understand and are capable of performing allocated tasks.
- Responding to project managers regarding internal team capabilities and managing internal deadlines accordingly.
- Coordinating between project managers and the Translation team.
- Following up on the status of tasks allocated to each individual team member and updating project managers as needed.
- Continuously communicating with project managers about our internal capabilities to help them manage customer expectations.

Senior Translator
East Localize
November 2014 – August 2015

- Translating and revising written texts from English into Arabic maintaining the concepts, tone, cultural references and nuances of the original source text
- Review and edit translations and ensuring that they are free from errors
- Ensuring that translated texts meet all relevant editorial requirements, i.e. in terms of layout, style, font etc.
- Conduct research on subject matter to enhance translation accuracy and depth.
- Delivering translated texts in accordance with the agreed deadline

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Senior Localization Translator
Localize Group
September 2015 – March 2017

- Reads through or listens to material, understanding of the meaning and context of that material, and converts it into a second language, making sure to preserve the original meaning.
- Translate and adapt content to be culturally and linguistically appropriate for target markets
- Consults with subject matter experts and other colleagues in order to understand specialised concepts and trans- late them appropriately.
- Lead and coordinate localization projects, ensuring timelines and resource allocation.
- Analyze cultural and linguistic characteristics of target audiences, providing strategic recommendations.
- Review translations for accuracy and consistency, establishing quality standards.
- Uses highly specialised translation software to encourage efficiency and consistency as CAT tools, QA tools and Platforms.
- Interact with clients to understand requirements and provide feedback for content improvement.

WORK EXPERIENCE

Project Manager
Localize Group.
June 2017-June 2018

- Plan and schedule localization projects; evaluate and provide quotes.
- Develop a budget, schedule, and quality parameters.
- Allocate resources and maximize the utilization of team members.
- Prepare alternative work for periods without billable projects by planning for cross-training, career development activities, or resource sharing.
- Track project progress to ensure quality, deliveries, and costs stay on plan.
- Monitor overall progress and use of resources, initiating corrective action where necessary
- Manage day-to-day relationships with the client on project matters.
- Provide regular status reports and proactively offer solutions to ensure customer satisfaction.
- Prepare reports and provide feedback to supervisors regarding progress/forecast of work, escalation of issues, management support, and resources needed.
- Ensure meetings are recorded and minutes are distributed, managing the delivery of agreed-upon action items.
- Take responsibility for the entire workflow of the project, from planning, risk assessment, scheduling, and budgeting, to defining processes, providing ongoing communication, managing project teams, complying with quality steps and processes, delivery, invoicing of the project, and postmortem, as needed.
- Develop effective project delivery solutions/proposals as needed.
- Support team members in project-related activities/planning

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Localization PM & LPS
Part Time.
July 2018-2023

- **Project Planning:** Develop and implement localization project plans, timelines, and budgets.
- **Resource Allocation**: Identify and allocate suitable resources (translators, editors) based on project requirements.
- **Client Management:** Establish and maintain strong relationships with clients to understand their localization needs and provide tailored solutions.
- **Quality Assurance:** Ensure high-quality translation and localization by reviewing and editing content for accuracy and cultural relevance.
- **Progress Tracking:** Monitor project progress, ensuring adherence to schedules and budgets while maintaining quality standards.
- **Reporting:** Provide regular updates and status reports to clients and stakeholders on project progress and any issues encountered.
- **Problem-Solving:** Proactively identify potential risks and challenges, offering effective solutions to ensure project success
- **Team Collaboration:** Collaborate with translators and localization teams, providing guidance and support as needed.
- **Feedback and Improvement:** Gather client feedback and conduct post-project evaluations to enhance future project performance.
- **Freelance Management:** Manage all aspects of freelancing, including contracts, invoicing, and time management to ensure a smooth workflow.

Project Manager/Team Leader

Classic Translation.
2023-Present

- **Direct end-to-end** translation and localization lifecycles from project intake, scoping, and budgeting through delivery and quality control.
- **Lead and coordinate** internal linguists, reviewers, and freelance resources, allocating workloads based on subject matter expertise, capacity, and deadlines.
- **Plan and negotiate** realistic project schedules, managing priorities and urgent client requests to guarantee on-time delivery.
- **Monitor team KPIs,** proactively resolving operational, linguistic, and technical bottlenecks to ensure seamless business continuity.
- **Mediate** technical disagreements between translators and reviewers by establishing objective linguistic criteria, protecting turnaround times and team synergy.
- **Maintain** centralized tracking dashboards to oversee project metrics, word counts, margins, and milestone statuses.
- **Standardize** operational workflows and file-preparation protocols, increasing resource utilization and overall delivery efficiency.

Relevant Experience

- **I also translate** in in a wide range of fields, including: Legal documents, medical documents, Hardware and Software user guides, Machinery and Automotive, Political resolutions and declarations, financial documents, general and Video game, Subtitling translation and miscellaneous documents.
- **Deep understanding** for many accounts of Localization such as:
- **Medical** (Pfizer , SJM and UHC) - **Education** (Coursera) – **Subtitle** (Knowledgecity)
- **Google** (Adwords, GTT, Adsense, Analytics, AdMob, Blogger, Gaia, Google Chrome, Maps, Mobile Maps, Youtube, Webmaster Tools and Dasher)
- **Hardware and Software** (McGraw Hill, Adobe, Krohne, Medtronic, Fedx, Fluk, Cisco, Coach, Baidu, Cummins, Toshiba and Volvo)- **Automotive** (Hyundai Driver Assistance)
- **E-Commerce, Marketing & Web Localization** (Amazon, Souq, Noun, Lettle pretty Things, AZURU, Next Direct & Miro)
- **Mobile Applications** (Nokia, Apple, Samsung, HTC and Windows Phone)
- **Log in** (MS Windows Community March, Bing, Opera and Twitter)
- **Video Games** (Walking Dead & Fortnite, Cozy Grove, Into The Breach & ALL - Dragon Up)
- Legal (contracts, articles of incorporation, birth and marriage certificates, licenses, legalization and certification endorsements, court judgments and rulings, and other legal and civil-status documents.

Summer Training

- Training on managing projects at Localize Group.
- Attended MTPE course from RWA
- AI Data Projects
- Linguistic AI QA
- AI-enhanced workflows