**Ateequr Rahman**

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**Professional Summary**

Dedicated Arabic-English-Hindi/Urdu translator with two years of experience working in professional and scientific communities. Exceptionally accurate translation skills, including simultaneous interpretation between all parties during teleconferences and in-person meetings, subtitling and voice over. Diverse translation work including legal documents, contracts certificates, scientific materials and large-scale executive organizations documents. Consistently relied upon for verification and correction of translated materials.

**Skills**

Fluent in Modern Arabic language including colloquialisms. Near to native in English since it is the second language in India, Urdu/Hindi as native. Working with several computer applications, including Microsoft Office, adobe acrobat and various CAT platforms. Extremely precise and dedicated. Comfortable with both verbal and written communication, including preparing and giving presentations. Capable to complete and deliver the tasks within constraint deadline.

**Work Experience**

**Freelance Translator Al Aqsa Translation Services, Deira, Dubai 04.2019 present**

* Translating among English, Arabic, Urdu, Hindi languages.
* Instant translation within a strain deadline or as per requirements.
* Company-specific translation standards, including documents from government agencies like Dubai and Abu Dhabi court, police and criminal branch etc.
* Provide review and verification of translation work as required, including materials created by third-party translation services.

**Translator Intern**

**The Dataflow Group, Noida, Delhi NCR 12.2018-03.2019**

* Participated in intensive professional training program translating written and verbal communications.
* Completed final project translating the documents including educational, personal and experience certificates, other various kind of documents and materials.
* Working environment of a multinational company, headquartered in Dubai.
* Collaborating with the colleague based in Cairo and Jordan in translation and interpretation.

**Co-Convenor (Volunteer)**

**National Service Scheme 2016-2019**

**Jawaharlal Nehru University, New Delhi**

(The NSS is a central sector scheme of the government of India, Ministry of Youth affairs & Sports)

* Served at the second top position in the organization, the role included recruiting compatible student for various projects, conducting different kinds of cultural and voluntary activities inside/outside university campus.
* Contributed as a team leader in the Indian government’s initiative of Clean Indian, (Swachh Bharat Abhiyan).
* Helped plan and execute NSS in various sports and events.
* Launched a slum teaching project “Udaan” which was meant to teach unprivileged children.
* Participated in “Compassionate JNU” for helping new student with the university’s admission and academic consultations.

**Academic qualifications**

* **M A** :Modern Arabic language & translation  **2019**
* **B A** : Modern Arabic language & translation **2017**
* **COP**: Modern Hebrew Language  **2019**

Jawaharlal Nehru University, New Delhi

* **Advance Diploma**:Modern Arabic language & translation **2017**

Jamia Millia Islamia University, New Delhi

* **Diploma** : Functional Arabic language **2013**

National council for promotion of Urdu language, (NCPUL)

Ministry of higher education, New Delhi

# Modes of receiving payments

* Payoneer: [ateeq.all@outlook.com](mailto:ateeq.all@outlook.com) (preferred)
* Skrill: [ateequrrahman40@gmail.com](mailto:ateequrrahman40@gmail.com)
* Paypal :[ateequrrahman40@icloud.com](mailto:ateequrrahman40@icloud.com)
* Wire transfer/Bank transfer, IBAN: DE86260500010156574089

BIC: NOLADE21GOE

**Hobbies and interests**

Voracious reader, YouTube infotainment videos watcher, Enjoy cooking and hiking. Volunteering for the refugees at Migrationszentrum für Stadt und Landkreis Göttingen, Germany.