**CURRICULUM VITEA**

**Name: Ahmed Omar Ibrahim**

**Nationality: Somali**

**Language: English, Somali**

**Tel: +254723138699**

**E-mail: ahmed24575@gmail.com**

**Marital status married**

**Profile**

**Somali Translator, Interpreter, Editor and Voice-Over**

I have (7) years dynamic work experience in International Humanitarian organizations in a complex environment and I consider myself as a man of highly innovative and creative, self-motivated, results oriented, high senses of self-accountability and transparency, with the capacity of adapting to dynamic and challenging environments.

To achieve goals and targeted visions effectively and efficiently through the use of good leadership skills so that the community members are served on equity, integrity and on professional grounds, improving the lives of people through effective utilization of skills and potentials to assure that the highest standards of task accomplishment is attained. Equity and Equality, Trust, Hard work and Cooperation

 Native Language native Proficiency Resides • Somali & Maay • English •

OBJECTIVE: Professional that is detail-oriented, accurate & punctual. Showing Loyalty to the text and Customer Satisfaction are core values of my work ethics. "The Best for the Most" within fair work charges, are my guiding principles. I am motivated and I never miss a deadline.

SPECIALIZATIONS • Education • Legal • Business •Marketing •Finance • Health

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| --- |
| **competence** |
| Proficient with a vast array of programming Concept, information, communication and technologies. |

**EDUCATION BACKGROUND**

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| --- | --- | --- |
| **YEAR** | **INSTITUTION** | **GRADE/CERTIFICATE/DIPLOMA** |
| **Sep 2016 Dec 2018** | **Moi university** | **Bachelor’s Degree in community health education and research**  |
| **Jan 2013-Dec 2015** | **Moi university** | **Diploma in science**  |
|  |  |  |
| **Jan 2009-Nov 2012** | **Waberi Secondary School** | **KCSE** |
| **Jan 2000-Nov 2008** | **Upendo Primary School** | **KCPE, Grade** |

**• Virtual assistance**

**San Francisco, California NOV 2019**

* Answered customer questions and resolved service issues in a timely manner.
* Diagnosed customer issues by asking probing questions and troubleshoot problems in Zen desk.
* Localization of premise app.
* Respond to emails
* Schedule meetings.
* Manage a contact list.
* Prepare customer spreadsheets and keep online records.
* Organize managers' calendars.
* Perform market research.
* Social media and Premise app testing

 **Freelance Translator and Interpreter April 2020 – Present: As freelance translator and interpreter with Boost lingo Proz interpreter,**

 I work for various agencies throughout United States, Canada, and Europe. Documents I translated surpass more than 1,000,000 words and counting. The documents includes from educational to social services, to medical documents, and every other document you can think of, from finance and banking to insurance documents, etc. For interpretation assignments include attending trial, deposition, lawyer’s office, Doctors office, Federal, State and County Court assignments, Social Services offices, and County schools, insurance investigation claims.

**FREELANCER INTERPRETER/VOICE OVER- UPTO NOW**

* Interpreted and translated document and performed editing and review of translated
* Recorded 1000 voice over zena Taha
* Recorded 600 voice over for Racheal
* Used simultaneous and consecutive modes of interpretation and performed language.
* Interpreted original information accurately and maintained its confidentiality
* Attended and completed work-related training sessions as required
* Check original text to ensure that translation is accurate

**RESEARCH ASSISTANT OFFICER WINDLE INTERNATIONAL AUGUST 2018 –DECEMBER 2019**

* Collect and analyze data
* Prepare materials for submission to granting agencies and foundations
* Maintain accurate records of interviews, safeguarding the confidentiality of subjects, as necessary
* Prepare other articles, reports and presentations
* Monitor the project budget
* Review and edit data to ensure completeness and accuracy of information; follow up with subjects to resolve problems or clarify data collected
* Prepare findings for publication and assist in laboratory analysis, quality control, or data management
* Develop assessment and evaluation tools
* Compile data for progress reports

**FIELD INTREPRETER UNHCR 2013-2016**

* Translate written and verbal communications between English and somali.
* Serve as on-call translator for teleconferences as required.
* Mentor intern translators, including teaching internal professional development courses and reviewing final project materials.
* Train new hires on company-specific translation standards, including proper handling of proprietary material.
* Provide review and verification of translation work as required, including materials created by third-party translation services.
* Worked with doctors to help them understand students to provide the necessary help
* Provide interpretation in various school service

**OTHER SKILLS**

* Conducted extensive youth campaign on human rights on film show and corruption researches.
* Youth awareness on HIV/AIDS, FGM, drug abuse, human rights, corruptions,
* Peace and conflict management.
* Provide general support in planning gender mission that provided many initiative empowerments to women and elderly

**Interests/Hobbies**

* Researching, socializing, teamwork, technology, reading, typing and helping children achieve better education and improve lives.
* Playing soccer.

**REFEREES**

SOS children

Mohamed said harun

Project coordinator

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World food program

 Program Officer

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Save the children

Mohamed Bashir

Project manager

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