



Sahar Tarek

Translator

Professional translator with good experience; exceptional collaborative and interpersonal skills; well-developed written and verbal communication abilities highly skilled in client and vendor relations and negotiations; talented at building and maintaining "win-win" partnerships; passionate and inventive creator of innovative marketing strategies and campaigns; accustomed to performing in deadline-driven environments with an emphasis on working within budget requirements. Common sense, empathy.



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Mansoura, Egypt

SKILLS

High level of initiative.

Excellent content writing skills.

Well developed translation skills.

Strong sense of urgency and self-confidence.

Knowledgeable with Share Point site design and configuration.

Proficient with Microsoft Office tools and Microsoft Office Suite.

Highly-organized

Detail oriented, highly organized.

LANGUAGES

ARABIC

Native or Bilingual Proficiency

ENGLISH

Native or Bilingual Proficiency

INTERESTS

Reading, writing, learning languages, and listening to music.

WORK EXPERIENCE

Freelancer freelancer

07/2018 – Present

Achievements/Tasks

- Translating and molding documentaries and drama series for dubbing in both formal and colloquial dialects.
- Documentaries, where each episode is between 7,000-9,000 words, with topics covering physics, math, space, and science, among others.
- Press releasing, corporate literature, marketing collateral, and other PR-related content.

Translator IBI.COM

07/2019 – 10/2019

Mansoura

Achievements/Tasks

- Worked with the Lead Translator to translate, edit and proofread all customer-facing documents. Met and managed set translation deadlines.
- Creatively conveyed French marketing messaging to be used during promotional campaigns.
- . Assisted in managing and maintaining the Translation Log.

EDUCATION

Faculty of Education, English Department Mansoura University

2015 – 2019