



IRIMIYA MAGAJI SAMSON

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PROFESSIONAL SUMMARY

English-Hausa Translator and Interpreter with background in the legal field. Good skills in translating legal, technical, literary and general materials from Hausa to English and vice-versa. Transcriber and Proofreader in English and Hausa.

SKILLS

- Translation & Interpretation Hausa-English and vice-versa
- Transcription in Hausa and English
- Hausa Language Grammar
- Proofreading and Review
- Research and Analysis
- Written and Verbal communication Skills
- Proficient in MS Word, Excel & Powerpoint
- Proficient in Internet Research
- Editing Skills
- Cultural Understanding
- SDL Trados Studio 2022

EDUCATION

PG Diploma Translation & Interpretation (Hausa) : Translation & Interpretation (Hausa), 12/2023
Ahmadu Bello University - Zaria, Nigeria

Post Graduate Diploma : Legislative Drafting, 11/2012

Nigerian Institute of Advanced Legal Studies - Lagos, Nigeria

Diplome D'Etudes En Langue Francaise (DELF) B1 : French, 06/2007
Alliance Francaise - Kaduna, Nigeria

Diploma in Computer Studies : Computer Studies, 11/2000
NextGen Computer Technology Institute - Kaduna, Nigeria

J.D. : Law, 09/1995
Nigeria Law School - Lagos, Nigeria

Bachelor of Laws (LL.B (Hons.)) : Law, 05/1994
University of Jos - Jos, Nigeria

WORK HISTORY

Translator and Interpreter, 09/2021 - Current

Freelance - Kaduna, Nigeria

- Translated documents from Hausa to English and vice-versa.
- Translating Court proceedings, Legal and commercial documents, and general documents from Hausa to English and vice versa.
- Interpreting from Hausa to English and vice versa in court proceedings, client and witness interviews, and contract negotiations.
- Transcription of audio recordings of court and arbitration proceedings, negotiations, meetings, interviews, etc. in Hausa or English.
- Provided verbal summaries of non-English documents for immediate use.
- Applied cultural understanding to discern specific meanings beyond literal written words.

Transcriptionist, Proofreader, and Reviewer, 04/2020 - Current

Scribie.com - Remote

- Transcription, Proofreading and Reviewing of documents with diverse subject matter including court proceedings, business meetings, work-related interviews, etc.
- Reviewed completed reports for proper formatting, grammar, and sentence structure.
- Reviewed and edited transcribed reports and corrected material for spelling, grammar, and clarity.
- Checked and corrected grammatical and spelling errors in diverse documents.
- Used headsets and transcribing software to take dictation of documents.
- Applied audio quality control techniques to provide accurate transcripts from low quality audio.
- Followed established guidelines to maintain style quality and consistency in produced content.
- Revised work to identify missed mistakes before completing assigned assignments.

Associate Editor and Proofreader, 07/1997 - 11/2015

Liberty Publications Limited - Kaduna, Nigeria

- Editing and Proofreading monthly law reporter before final publication

LANGUAGES

Hausa: Native language

English:

C2

Proficient

French:

B1

Intermediate