

SAGIRU WAKILI MUSA

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Summary

Highly motivated and results-oriented Project Manager with 7 years of experience in Localization and Project Management. Proven ability to successfully manage projects across various service types, ensuring on-time delivery, high-quality results, and adherence to budget constraints. Possesses strong communication, organizational, and problem-solving skills with a focus on client satisfaction and continuous improvement. Eager to contribute to a dynamic and collaborative team environment. I am committed to delivering exceptional work and exceeding expectations.

Abilities

Data Annotation, AI Training, AI Response Evaluation, AI Content Writing, Voiceover Content moderation, Editing, Proofreading, Translation, Transcription and Subtitling. These skills and abilities are in my knowledge of English language and Hausa Language.

Experiences

Localization Project Manager — Swahili Speak 2024

- Managed the entire project lifecycle for localization of mobile device UI into Hausa language, ensuring adherence to deadlines, budgets, and quality standards.
- Collaborated closely with clients, linguists, and other stakeholders to gather requirements, resolve issues, and ensure smooth project execution.
- Utilized CAT tools and industry best practices to streamline workflows and improve efficiency.
- Proactively identified and mitigated potential risks and challenges to project success.
- Provided regular project updates to clients and internal stakeholders, keeping them informed on progress and addressing any concerns.
- Contributed to process improvement initiatives and developed best practices for project management.

Translation Project Management — Alfarah Institute – Translation (2023)

- Project Management Of Life Sciences Content and Content Transcreation And Language Accuracy Checking into Hausa Language. I utilized the project using Excel to ensure accuracy and timely services and delivery.

Other Experiences

- English Linguist — Sawa-Tech - MTE – AI Content Writing, Evaluation, And Validation (2022)
- English Linguist — Translated – Hausa Linguist, AI Data Annotation, AI Quality Rater,

PMTE, Reviewer (2020)

- Hausa Linguist — GSL – Translation, Translation Review (2019)

- Hausa Linguist — MGM – Hausa Data Translation, Voiceover (2018)

- Hausa Linguist — Digital Devide Data – Translation (2017)

Skills

Project Management: Agile methodologies, Waterfall methodology, Risk management, Issue resolution, Scope management, Budget management, Scheduling, Resource allocation.

Localization: Translation, Localization, Terminology management, Quality assurance, CAT tools (e.g., Trados, memoQ, SDL), DTP.

Technical Skills: MS Office Suite (Word, Excel, PowerPoint, Project).

Soft Skills: Communication (written and verbal), Interpersonal skills, Client relationship management, Teamwork, Problem-solving, Time management, Organization, Attention to detail, Adaptability, Proactive, Self-motivated.

Education

- Bayero University, Kano — B.A (Ed) English

- Sa'adatu Rimi College Of Education, Kumbotso Kano — NCE in English/Hausa

- Google Certified Translator — Hausa Linguist

- BASICS OF PROJECT MANAGEMENT | MARCH 2024 | ALLISON

- Linguistic Prompt Design Training | RWS

- Member Nigeria Institute For Translators And Interpreters

Communication

I am a skilled communicator in both English and Hausa languages. I specialize in creating inspiring content and translating English content into Hausa while preserving its original meaning. Additionally, I can provide various data services and AI training services in both English and Hausa.