

**MOHAMMED FAHIM**  
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## Objectives

Providing unbeatable quality in translation, review, interpreting, other linguistic services, linguistic validation, and cultural evaluation

## Education

Asia e University, Malaysia

Present | MSc in Strategic Marketing | 1 year + Dissertation

University of Kelaniya, Sri Lanka

2013 | Diploma in Translation and Interpretation | 1 year

- Education and training in business, legal, technological, educational, governmental, medical, social, literary and general contents
- Special training in linguistic and cultural measures

University of London, UK

Present | BSc (Honours) in Business Administration with International Business | 3 years

- Studied in 2011 with Royal Holloway, University of London

University of Bradford, UK

2004 | Postgraduate Diploma in Conflict Resolution and Peace Preparedness | 1 year + Dissertation

- Dissertation: *A study on the Causes of Violence against Muslims in Sri Lanka* (12000 words)

Royal College, Sri Lanka

1997 | GCE A/L in Biological Science stream | 2 Years

As-Safa Muslim School, Sri Lanka

1994 | GCE O/L general curriculum with 4 Distinctions and 4 Credits | 11 Years

## Training

Visura Development Foundation, Sri Lanka

2008 | Certificate of Cultural Diversity and Conflict Transformation | 1 year study

Sabaragamuwa University of Sri Lanka

2003 | Certificate of General Proficiency in English | 1 year study

Egypt Broadcasting Corporation

2001 | Arabic by Radio (Arabic language) | 3 year study with merit

## Certification

ProZ.com

2012 | Certified PRO in **English to Sinhalese** translation

2010 | Certified PRO in **English to Tamil** translation

## Experience

### Executive, Linguist and Consultant

Freelance | 75/85 Madurapura, Denipitiya 81730, Sri Lanka | **November 2007** – Present

- Management consulting, business reporting, business & marketing analysis, commercial negotiations
- Cross checking, editing, interpreting, proofreading, rewriting, software localization, subtitling, transcreation, transcription, translation, linguistic validation, voice-over, and website localization
- Teaching and training of language and communication

### General Manager

Weligama Stores | 133/3, Main Street, Malwana 11670, Sri Lanka | **July 2008** – March 2010

- Supervising the workforce, monitoring customer care, handling accounts and international trade and office management and documentation, business reporting and commercial negotiations

### Teacher

Sadath Maha Vidyalaya | Godapitiya, Akuressa, Sri Lanka | **February 2006** – June 2008

- Teaching English and mathematics to GCE O/L and English to GCE A/L, enhancing students to sports and other extracurricular activities, teacher-in-charge for Islamic affairs, taking initiative to upgrade students' discipline, and career guidance and counseling

### Teacher

Al-Mubarak National College | Colombo Road, Malwana 11670, Sri Lanka | **June 2004** – January 2006

- Teaching English to GCE O/L and A/L, enhancing students to sports and other extracurricular activities, co-teacher-in-charge at the Computer Learning Centre, taking initiative to upgrade students' discipline, and career guidance and counseling

### Sales Manager

Raheem Stores | Galbokka Road, Weligama 81700, Sri Lanka | **February 2001** – March 2003

- Supervising sales, handling accounts, stocking, stock taking, inventory control and independent sales

### Sales Manager

MH Distributors | Station Road, Weligama 81700, Sri Lanka | **October 1997** – January 2001

- Supervising sales, handling accounts, stocking, stock taking, inventory control and independent sales

## Skills

- Hands on experience in computer applications
  - Microsoft Office suite
  - Adobe Acrobat Professional
- Sri Lanka Driving License – Class D (Motorcycles) – 2001
- Voice Artist in Sinhala and Tamil languages (native expertise)
- Linguistic skills (translation, localization, subtitling and interpretation) in English, Sinhala and Tamil

## Languages

### English, Sinhala and Tamil

- Speak very fluently and read/write with high proficiency
- *Tamil* | First language and 14 years of both education and instruction
- *Sinhala* | 10 years of education and 2 year of instruction
- *English* | 10 years of education and 4 year of instruction

### Arabic, Hindi, Indonesian and Urdu

- *Arabic* | 4 years of education
- *Indonesian* | Moderate level of reading and speaking
- Hindi and Urdu | Basic level of speaking

## Translation

Experience with 10,000,000+ (ten million) words

### English >< Sinhala

Linguistic evaluation, translation, review, subtitling, trans-creation and LQA.

- *Google* | Ads, AdWords, Android Auto, Calendar, Chrome, Chrome OS, Chromecast, GAIA, Google Brand, Gmail, Google Home, Google Maps, Google My Business, Google Now, Google Play, Knowledge Engine, Magnolia, NBU, Play apps & games, Research, Search, Translate, YouTube and more | 600,000+ words | Translation, Review and LQA | **Lead Linguist**
- *Microsoft* | UI, Microsoft websites, and applications | Translation, Review and LQA
- *Apple* | iTunes | Translation
- *Samsung* | UI and Samsung Legal | Translation, Review and LQA
- *HMD Global* | UI and legal documents | Translation, Review and LQA
- *OPPO* | UI and legal documents | Translation, Review and LQA
- *Huawei* | UI and legal documents | Translation, Review and LQA
- *Facebook* | Linguistic Review | Review
- *Adobe* | Illustrator, Photoshop, InDesign, and InCopy | Testing Sinhala language capabilities
- *Honor* | UI
- *Uber* | UI for apps
- *Pfizer, Boehringer-Ingelheim, Eli Lilly and others* | ICF, patient diary, patient calendar, protocols, and various other documents for clinical trials | 300,000+ words
- *US Department of State* | instruction manuals and other documents
- *UK Police*
- *Courts of law* in various countries, business communications and press releases for many companies

### English >< Tamil

Linguistic evaluation, translation, review, subtitling, trans-creation and LQA.

- *Google* | Ads, AdWords, Android Auto, Calendar, Chrome, Chrome OS, Chromecast, GAIA, Google Brand, G-Pay, Gmail, Google Home, Google Maps, Google My Business, Google Now, Google Play, Knowledge Engine, Magnolia, NBU, Play apps & games, Research, Search, Translate, YouTube and more | Translation, Transcreation, Review
- *Government of Ontario* | administrative documents | 300,000+ words
- *Government of Australia* | administrative documents | 400,000+ words
- *City of Toronto* | administrative documents | 200,000+ words
- *City of Mississauga* | administrative documents
- *City of Lourdes* | various manuals | 50,000+ words
- *City of Lausanne* | instructions, booklets, and others
- *Facebook* | Translation and linguistic adaptation | 200,000+ words
- Dozens of universities from USA, UK, Australia, Japan, Sri Lanka | clinical surveys, information booklets, convocation materials
- *AstraZeneca, Pfizer, Boehringer-Ingelheim, Eli Lilly, and others* | ICF, patient diary, patient calendar, protocols, and various other documents for clinical trials | 500,000+ words
- *US Department of State* | instruction manuals and other documents
- *UK Police*
- Courts of law in UK, USA, Sweden, Norway, Poland, Canada, and many other countries.

### TM Software

- *SDL* | Trados 2021 Freelancer
- *GTT* | Google Translator Tool
- *Polyglot* | Google Translation Tool
- *LEAF* | Microsoft LEAF and Fabric
- *MateCAT* | Online tool

## Evaluation

### European Union, Belgium

2020 – Mid-term evaluation and 2021-2022 – Final evaluation | *Strengthening Reconciliation Process* | a multimillion Euro project co-funded by European Union and GIZ (German Federal Foreign Office) and partnered with British Council and Government of Sri Lanka. There were eight units in the evaluation:

- Tracking Reconciliation
- Institutional Development and Learning
- Policy and Communication
- Historical Dialogue
- Psychosocial Support
- Arts and Culture
- Reducing Language Barriers
- Budgets

### British Council, Sri Lanka

2020 and 2021-2022 | as part of SRP project | The evaluation included:

- Training course for Public Service Translation and Interpreting (PSTI)
- Training of Language Teachers (TLT)
- Interactive language training course for Public Officers (PTPS)
- Training of Master Trainers
- Trainer's books
- Participant's books
- Audio/video components

### Department of Justice, USA

2017 onward – Sinhala language | *Interpretation assessments* | checking appropriateness of several components of interpretation and language use:

- Simultaneous Interpretation
  - a. Master Calendar Hearing – I
  - b. Master Calendar Hearing – II
  - c. Court Orders
  - d. Statement of Law
- Consecutive Interpretation
  - a. Respondent's Testimony
  - b. Witness Testimony
- Sight Translation
  - a. Advisement of Rights
  - b. Police Report

### Pearson Education, UK

2013 onward – GCE (O/L) Sinhala and Tamil languages | *Exam papers* | assessment of language question papers for final examinations from 2013. Evaluation focuses on the followings:

- Language Quality
- Language Appropriateness
- Cultural Suitability
- Factual Details

### World Bank, Belgium

2011 | *Reading components* | assessment of language quality and appropriateness of materials translated by Sri Lanka government translators

## Interpretation

1998 onward – English, Sinhala, and Tamil languages | *both simultaneous and consecutive interpretations*

- Supreme Court of Lithuania
- Department of Immigration, Lithuania
- Department of Immigration, Mexico
- UNHCR, Mexico
- UNDP, Belgium (economic programs)
- Road & Transport Authority, UAE
- Law offices, UK
- Various businesses, USA, Swiss
- Medical appointments, USA
- Insurance companies, USA
- Centre for Religion and Society, Sri Lanka