

## **Personal Information:**

- **Name:** Ahmed Mokhtar Aly Gabr
- **Wanted Job title:** Translator
- **Email:** [ahmedmokhtarbasha@gmail.com](mailto:ahmedmokhtarbasha@gmail.com)
- **Phone:** 01098974349
- **Address:** Egypt, Cairo

## **Profile:**

A recent graduate, I am looking for a job in the legal or economic translation or UN translation field, I hold a bachelor's degree from the Faculty of Shari`a and Law, Al-Azhar University, I hold a Professional Translation Diploma from AUC, I hold an Arabic Language Proofreader diploma from AUC, and working professionally with Cat Tools and Office programs.

## **Employment History:**

As a recent graduate in 2021, I spent a period of time submitting documents to join the military service (holding an exemption certificate). In addition to completing the Translation Diploma from AUC, I did not have the opportunity to apply for a job during that previous period. Once I have completed the Translation Diploma(AUC), Arabic Language Proofreader Diploma (AUC),and Postgraduate Diploma in Public Law, I am currently looking for an opportunity job in the field of legal, economic, or United Nations and international law translation because of my experience, skills, and knowledge, whether at the university level or post-university diplomas that qualify me to work in this field.

## **Education:**

- **School:** Faculty of Shari`a and Law, Al-Azhar University (Sep,2017: Ma,2021) -Tanta
- **Degree:** Excellent with Honors

Hold a Bachelor's degree in Sharia and Law Department with a percentage of 94.51% (first on the batch).

- **School:** Diploma in Public Law, Faculty of Law, Mansoura University (2022)
- **Degree:** 94.1% (A) grade

## **Skills:**

- Microsoft Office Word
- Microsoft Excel
- Microsoft Office
- Translation Software
- Cat Tools
- Legal writing
- Advanced Knowledge of Legal Terminology
- Editing and Proofreading

### **Languages:**

- **Arabic:** Native
- **English:** Highly proficient

### **Courses and Diplomas:**

- **English Courses - (AUC)**

This course includes learning the skills of writing, speaking and interaction in English with high professionalism. It is aligned to the Common European Framework of Reference (CEFR) for language.

- **Foundation Certificate in Translation and Interpreting (FCTI) - (AUC)**

First Step of the Translato Diploma. This part of the diploma includes increasing cultural awareness and knowledge of translation methods and techniques used during the process.

- **Arabic Editing Skills - (AUC)**

This diploma includes a survey of the Arabic language stylistic skills required for professional translators and editors; identifying common errors in the composition that cause ambiguity in meaning; producing stylistically-acceptable texts following standards endorsed by the editors of Egyptian cultural magazines.

- **Advanced Computer Assisted Translation Tools (CAT Tools) - (AUC)**

It includes a practical study of computer-assisted translation tools as a key means for translators in the current global context. It includes two types of programs, Word Fast and Trados, which are essential for job market requirements.

- **Professional Diploma in Legal and UN Translation - (AUC)**

It includes adopting an interdisciplinary approach to translation, the certificate covers legal drafting, a contrastive study of legal and UN discourse, translation of legal contracts and UN texts, and editing for international organizations such as the UN, IMF. (Loading)

