





# FATIMA AL-NAGDI

En<>Ar Translator  
English Proofreader  
English Tutor

 Female  Dec 6, 1982  Yemen

I am an English language teacher with 7+ years' experience online and offline. I am also an En<>Ar translator and English proofreader. I graduated with honours from my TESL degree, and I am currently doing my master's. I have excellent teaching skills, good technological skills, and great individual and teamwork skills. I am always eager to learn about languages, translation, and proofreading.

## CONTACT

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## EXPERIENCE

### Freelance Translator and Proofreader

2021 – Present

I did many translation tasks between 2018 and 2021 related to translation courses and freelance work, but they were limited for being a full-time teacher.

### Online English and Arabic Tutor

2018-Present

I am tutoring on online platforms or freelance for both English and Arabic.

### English Language Teacher

**The International Modern Arabic School (IMAS)**

Putrajaya, Malaysia

Department of English Language Intensive Course (ELIC)

Sep 2015-Apr 2021

### English Language Teacher

**Arabic School-UTM**

Johor, Malaysia

Aug 2015

### Trainee English Language Teacher

**SMK Seri Pulai Perdana**

Johor, Malaysia

Sep 2015-Apr 2021

## EDUCATION

### Master of Arts in English Language Studies, Translation (95.25)

**University of Saba Region (USR)**

2021-Present (ongoing)

I finished the courses and started my thesis writing.

### Bachelor of Science with Education (TESL) First Class Honours (3.72)

**Universiti Teknologi Malaysia**

2010-2015

Minor: Technology

### High School (96.5%)

**Al Nour Girls School**

Graduated as the ninth in the country.

2004-2005

## SKILLS

- Microsoft Office (Mainly Word, Excel, and PowerPoint)
- Cat Tools (MemoQ, SDL Trados, and Xbench)
- Google for Education (Certified)
- Excellent Communication Skills
- Continuous Self-Learning
- Classroom Management
- Critical Thinking
- Team Player
- Organization
- Leadership

## LANGUAGES

**Arabic:** Native

**English:** Proficient

## HONOURS AND AWARDS

**Dean's Award Certificate Based on Excellent Academic Achievement**  
Faculty of Education, Universiti Teknologi Malaysia: In Conjunction with the 55th Convocation  
2014/2015

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**Academic Excellence Award**  
International Student Society-Yemen in Collaboration with Yemen Cultural Attaché-Kuala Lumpur and Embassy of Yemen in Malaysia  
2012/2013 & 2014/2015

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**Academic Excellence Award**  
International Student Society-Yemen in Collaboration with International Student Centre Universiti Teknologi Malaysia  
2010/2011, 2011/2012, & 2012/2013

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**Certificate of Participation and Prize Attainment in the 8th National Online Quiz**  
Ministry of Higher Education and Universiti Teknologi Malaysia  
Competition: MyLinE (Online Resources for Learning in English)  
Sem I, 2012/2013  
Competition among public universities in Malaysia

## TEACHING TRAINING

**Game Based Learning and Gamification in the Online Classroom**  
Serendib Training Company Center  
By: Mr John Riley  
Nov 28, 2020

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**IELTS Specialist Certificate (Grade A)**  
Global Language Training  
Oct 2020

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**Teacher Training Programme**  
ELICOS (English Language Intensive Courses for Overseas Students) Language Center  
Dec 31, 2019

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## TRANSLATION COURSES

**How to Master General Translation (HTMGT)**  
Certified by: Arab Professional Translators Society  
Trainer: Ashraf Amer  
Jun-Jul 2019

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**Introduction to Humanitarian Translation**  
Translators Without Borders  
Jan 2019

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**Transcreation**  
The Arab School of Translation  
Mar-Apr 2018

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**Professional Translation Skills Programme (PTSP)**  
The Arab School of Translation  
Oct-Dec 2017

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**Principles of General Translation**  
RAWAQ (Online Learning Platform)  
Sep-Oct 2016

## OTHER TRAINING

**Basics of Proofreading**  
ALISON  
Dec 27, 2022

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**Google Certified Educator, Level 1**  
Google For Education  
Credential ID: 27016114  
Dec 28, 2020

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**Introduction to Search Engine Optimization**  
UC Davis Division of Continuing and Professional Education  
Instructor: Rebekah May, Senior SEO and Content Marketing Manager, LeadQual  
Jul 22, 2019

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**Wiki Course (Learning Wikipedia for Beginners)**  
Wikimedia Algeria and T3ellem Online Platform  
Jul 1, 2018

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**Exam Paper Development**  
**The International Modern Arabic School**  
**(IMAS)**  
Dec 26-27, 2019

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**Brain Gym Workshop**  
**Malaysia Brain Gym Association**  
Aug 29, 2019

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**Digital Storytelling with PowerPoint**  
**Online**  
**EDUFYE Learnscape**  
Aug 27, 2019

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**Student-Centred Learning**  
**The International Modern Arabic School**  
**(IMAS)**  
**Trainer:** Prof. Dr. Zarida Binti Hambali  
Aug 26-27, 2019

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## VOLUNTEERING

**Volunteer Teaching Yemenis**  
**Role: Founder and Director**  
Jun 2021-Present

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**Translators Without Borders**  
**Role:** Translator, Reviewer, and Proofreader

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**Community Service Program at Raudhatul**  
**Maryam Orphanage House**  
**Johor, Malaysia**  
Nov 22, 2014

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