

# Karim Aliwi

Senior Translator and Reviewer  
(EN <> AR)

## PROFILE

Dependable translation industry worker equipped for fast-paced work and changing daily needs. Serves clients effectively with attention to detail and hardworking approach. Seeks out opportunities to go beyond basics, improve processes, and increase client satisfaction. Skilled translator with a strong background in translation environments. Works well independently to handle assignments and always ready to go beyond basics assignments. Quick learner with good computer abilities.

## Contact

Nationality: Syrian  
Status: Married  
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[LinkedIn Profile](#)  
[Proz Profile](#)

## Education

Damascus University  
Damascus, Syria  
Bachelor of Arts  
Translation – English Department – 2013

## Languages

- Arabic: Native
- English: Fluent
- Russian: Intermediate

## Software Skills

- SDL Trados
- MemoQ
- Online platforms (Memsource (Phrase), XTM and Crowdin)
- Aegisub
- Subtitle Workshop
- Subtitle Edit
- MS Office

## EXPERIENCE

### Translator Team Leader

SaudiSoft Translation & Localization Services - *Egypt*

*March 2023 - Current*

- Planning and assigning translation tasks to team members based on their skills and expertise.
- Coordinating with project managers to understand project requirements and timelines.
- Monitoring the progress of translation projects and ensuring that they are completed on time.
- Reviewing and editing translations to ensure accuracy, consistency, and adherence to style guides.
- Conduct tailored training for team members to improve their weaknesses and enhance their performance, while keeping them up-to-date with the latest trends and software in the translation industry.
- Ensuring that team members have access to the necessary resources, such as translation software and reference materials.
- Participating in the recruitment and training of new team members.
- Handling any issues or concerns that arise within the team, such as conflicts or performance issues.

### Senior Translator and Reviewer (EN <> AR)

SaudiSoft Translation & Localization Services - *Egypt*

*Feb 2019 – March 2023*

- Proofread materials to promote proper grammar, spelling, and sentence structure of other translators.
- Review and translate official documents to maintain the accuracy of published work.
- Prioritize them to meet delivery deadlines.

## **Key Skills**

- Advanced language knowledge
- Verbal and written communication
- English fluency
- Resolve translation conflicts
- Cultural awareness and sensitivity

- Work on QA and LQA on the works of other translators and MTPE works to ensure proper grammar, correct spelling, and sentence structure.
- Translate marketing, educational, medical, commercial, and technical documents with precision.

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### **Subtitle Translator (EN <> AR)**

Freelance

*Jun 2015 – Current*

- Worked on Educational, documentary, animation and TV programs.
- 15,000+ min. of subtitles and 20,000+ min. of transcription.
- Clients I worked with, including but not limited to: Day Translations Inc., RWS Moravia, Sfera Studios, Verbo Labs, and other studios and agencies.
- Carefully review completed translations to identify and correct errors or conflicts in the information.

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### **Translator (EN <> AR)**

Freelance

*May 2013 – Current*

- Since graduation I worked as a freelance translator besides all my careers, because translation has always been my passion.
- I worked in various fields such as historical, technical, software, real estate, legal and finance. For now, I'm specialized in e-commerce, education, healthcare, and marketing.
- I worked for many translation companies and agencies including and not limited to: RWS Moravia, Day Translations Inc, Pactera (Alibaba), Amazon, Hippies Studios, Sferastudios, and others.
- Translate documents and websites to diversify and promote inclusivity.

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### **Call Center Supervisor**

Syriatel Mobile Telecom – **Syria**

*Oct 2011 – Nov 2013*

- Coached team members on call strategies to enhance control and success in handling customers' issues.
- Enforced attendance, punctuality, and behavior standards to keep the team at peak performance levels.
- Evaluated procedures to recommend program improvement strategies at team level.

- Reported telecommunications equipment malfunctions to appropriate maintenance and repair personnel for rapid recovery.
- Lead effective team meetings to gain feedback from representatives, share new directives, and educate workers on strategies for success.

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### **Call Center Representative**

Syriatel Mobile Telecom – *Syria*

*Mar 2011 – Oct 2013*

- Engaged with customers to understand and resolve issues and answer related service questions.
- Completed calls and followed scripts to maintain good call control.
- Placed and answered phone calls and listened to complaints, feedback, and feature requests for future improvement.