



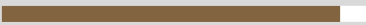
SKILLS

EXPRESS SCRIBE

- SDL TRADOS STUDIO 2021
- MEMOQ
- WORDFAST
- SUBTITLE EDIT
- VS STUDIO CODE
- MICROSOFT WORD
- MICROSOFT EXCEL
- MICROSOFT POWERPOINT
- COMMAND PROMPT
- WORDPRESS
- MICROSOFT VISIO
- Category B driving license

LANGUAGES

English



French



INTERESTS

- Music,
- Piano,
- Bass guitarist,
- Sports

DISTINCTION

- 2008 - 2013 I Winner of Bafut Elites Association Excellence Award

MUMA GUILLAUME NUMFOR

I am a senior translator, transcriber, reviser, proofreader and subtitler with 6 years of experience in providing high-quality language services for various clients and projects. I am experienced in translating documents and transcribing audio and video files in both English and French, as well as creating professional closed captions and subtitles. I have an excellent mastery of the French and English language. I equally have an excellent attention to detail, accuracy, and consistency, as well as strong research and communication skills. I am passionate about languages and cultures, and I always strive to deliver the best results in my works.



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Rhema Center, Etoug-Ebe, Yaoundé



Born on May, 9th 1997 in Yaoundé

PROFESSIONAL EXPERIENCE

- **ETS PETIV (Perfection, Translation and Interpretation Vision and Consultancy)** **2017 - Present**
Translator (Freelance)
 - ◆ Working as company translator and transcriber since 2017
 - ◆ Translation of over 500,000 words in various domains from French to English and vice versa for different local and international clients in the past 6 years. I started my translation carrier before enrolling in a translation school
 - ◆ Over 50 videos of over 4000 minutes subtitled in both English and French in several domains including Law and Insurance
 - ◆ Over 3000 minutes of audio records transcribed in both English and French in
 - ◆ A track record of high-quality translations, transcriptions, subtitles and happy clients.
- **Ministry of Social Affairs** **August - October 2022**
Internship
 - ◆ Translation of several state official documents of 4000 words.
 - ◆ Transcription of audio files of over 2000 minutes
- **Thermal power plant Ahala** **2018 (06 months)**
Internship
 - ◆ Participated in projects involving the creation of websites,
 - ◆ Management of databases using MYSQL C
 - ◆ Creation of multilingual chatbots using PYTHON programming language.

EDUCATION

- **Higher Institute of Translation, Interpretation and Communication Yaoundé I 2021 - 2023**
 - ◆ Professional Master's degree in Translation and Language Engineering
- **Faculty of Engineering and Technology, University of Buea I 2015 - 2019**
 - ◆ Professional Bachelor's degree in Power systems Engineering
- **Presbyterian Secondary School (PSS), Bafut I 2013 - 2015**
 - ◆ General Certificate of Education Advanced Level in 5 subjects