

IHAB A. ABDELHAFIZ, M.A.

Building 59, District 11, Sheikh Zayed City, Giza, Egypt
Email: iabdelhafiz@super-translator.com Tel.: (+2) 01092615982
[LinkedIn Profile](#) - [Personal Website](#)

OBJECTIVE

Seeking a position as a freelance/part-time English-Arabic translator/reviewer where I can employ my extensive experience and high qualifications as a specialized linguist and language consultant

EXPERIENCE

LEAD ARABIC TRANSLATOR

Apple, Inc. (Headquarters in Cupertino, and Dubai Office)

July 2015 - Present

Leading the Arabic translation team for on-site translation projects in Silicon Valley, CA, USA, and Dubai, working on several Apple accounts including Marcom, Retail, and Sales Training.

PRESS TRANSLATOR AND MEDIA SPECIALIST

Egyptian State Information Service, Presidency of the Arab Republic of Egypt

May 2016 - Present

Part-time translator and media specialist serving in the foreign information sector, performing a variety of tasks including media content translation and analysis.

FULL-TIME LEGAL AND TECHNICAL TRANSLATOR

Hafez Avocats, Garden City, Cairo

August 2010 - April 2012

Translator and reviewer handling legal and technical materials with special focus on arbitration and litigation; handled documents ranging from statements of claim and statements of defense to financial expert reports, expert reports, court judgments, and contracts, in a variety of sectors including construction, telecommunications, navigation, hospitality and hotels, and other legal documents.

FULBRIGHT SCHOLAR (Foreign Language Teaching Assistant)

Middle Tennessee State University Tennessee, USA

August 2008 - May 2009

Taught Arabic to international graduate and post-graduate students of different proficiency levels, and simultaneously studied courses in English linguistics and professional writing.

FULL-TIME TRANSLATOR

Future Group, Cairo, Egypt

Jan. 2006 - Jan. 2007

Translated texts from English into Arabic and vice versa, focusing on software, hardware, and website localization, as well as translating manuals for different hardware products

EDUCATION

- **Master's degree in applied linguistics** Dec 2018
The American University in Cairo, Egypt
- **Bachelor's degree in English-Arabic translation and linguistics** June 2007
Al-Azhar University, Cairo, Egypt
- **Post-graduate studies in English linguistics and grammar** May 2009
Middle Tennessee State University, TN, USA

CAT TOOLS

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|----------------|--------------|------------|
| ➤ SDL Trados | ➤ MemoQ | ➤ Smartcat |
| ➤ World Server | ➤ Across | ➤ XTM |
| ➤ Wordfast | ➤ Memsources | ➤ Crowdin' |
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AREAS OF EXPERTISE

- | | | |
|--|--|-----------------------------|
| ✓ International Organizations | ✓ Legal | ✓ Tourism & Hospitality |
| ✓ HR, Development & Corporate Policies | ✓ Telecommunication | ✓ Automotive |
| ✓ Marketing & Business | ✓ Financial & Banking | ✓ Life Science & Healthcare |
| ✓ Hardware | ✓ Software Localization | ✓ App Localization |
| ✓ Customer Questionnaires & Surveys | ✓ Education and Education Institutions | ✓ Military |
| ✓ Occupational Safety | ✓ Certificates & Diplomas | ✓ Software Testing |

PROFESSIONAL MEMBERSHIPS & ACCREDITATIONS

- Member of the *American Translators Association (ATA)* since 2008
- Certified Member of *Arab Translators Network - Arab Professional Translators Society (ATN/ APTS)* since 2008
- Certified for interpretation before the Egyptian government offices, including the notary public
- Certified Member of *Proz.com* since 2009
- Certified Member of the *Egyptian Translators Association (EGYTA)* since 2008

CONFERENCES AND SEMINARS ATTENDED

- *The Fulbright Foreign Language Teaching Assistant Workshop*
Grand Hyatt, Washington DC, USA - (December 10th -14th, 2008)
- *Southeast Regional Middle East and Islamic Studies Seminar, "SERMEISS"*
Valle Crucis, North Carolina, USA - (October 17th -19th, 2008)
- *Proz.com First Virtual Conference* - (September 30th, 2009)
- *First Proz.com Seminar in Egypt* - (April 25th, 2010)
- **2018 Belt and Road Journalists Forum**
(June 10th - 15th, 2018) Beijing, China

REFERENCES

- References shall be furnished upon request.