

Heba F. S. Abulehia

Professional Freelance Translator, Editor, Proofreader, Subtitler, Data Entry Clerk and Transcriber

My translations tend to be accurate, fluent, and pleasant to read



hebafsabulehia@gmail.com ✉

+972592135693 📞

Abulehia St., Khanyounis, Palestine 📍

22 September, 1997 📅

linkedin.com/in/https://www.linkedin.com/mwlite/in/heba-farid-352a791a2 in

mobile.twitter.com/miss_hiba_97 🐦

live:.cid.66e1cfbff30dac8c 📺

facebook.com/Hebaa.1997 f

instagram.com/2_tulips 📷

WORK EXPERIENCE

Online Freelance Translator Online

02/2019 – Present

Achievements/Tasks

- Utilising translation management software to manage the flow of translation projects
- Ability to meet deadlines and to work under pressure

Arabic<> English Translator Self-employed

09/2015 – Present

Gaza, Palestine

Achievements/Tasks

- Translating a variety of documents with an eye toward maintaining its original format

Teacher of English Aylaboon Girls High School

09/2018 – 02/2019

Khanyounis, Palestine

Achievements/Tasks

- Planning and preparing appropriately the assigned courses and lectures

Tutor of English Self-employed

09/2019 – Present

Khanyounis, Palestine

Achievements/Tasks

- Providing non-classroom, academic instruction to students basis for proactive or remedial purposes

EDUCATION

B.Ed. in English Language and Teaching methods

Al-Aqsa University

09/2015 – 01/2020

Gaza, Palestine

Courses

- Grammar Course
- Drama Course
- Listening and Speaking Course
- Teaching English as a Foreign Language Course
- Translation Course
- Linguistics Course
- Phonetics Course

SKILLS

Translation Editing Proofreading Subtitling

Transcription Formatting Revision Data Entry

Copy Writing Content Writing Interpretation

CERTIFICATES

Freelance Translation Course (02/2020 – Present)

Freelance Translation Academy

Speaking Skills Course (02/2016 – 03/2016)

Edraak Website

International Computer Driving licence course "ICDL" (05/2015 – 06/2015)

Talae Felesteen Association

Rules of Reciting (04/2015 – 05/2015)

Al-Rahman Mosque

Memorising 7 Chapters of the Holy Quran (01/2014 – 03/2014)

AlRahman Mosque

LANGUAGES

English ● ● ● ● ●

Arabic ● ● ● ● ●

CAT TOOLS

Kilgray MemoQ 2019 R2

SDL Trados Studio 2019 SR1

WordFast Pro

Memsources