



ABDELRAHMAN FLEIFEL

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ABOUT MYSELF

As a multilingual translator, language and localization specialist, I bring over five years of experience in helping businesses and individuals communicate effectively across different languages and cultures. My expertise lies in not just translating words but in adapting content to ensure it resonates with the target audience while maintaining cultural relevance and impact.

WORK EXPERIENCE

Translator and Localizer Specialist

Freelancer [09/2023 – Current]

Expert at localizing and translating content into many languages for a range of consumers and companies. Adept in translating and localizing games, websites, videos, and a variety of document formats while maintaining cultural impact and relevance.

Key Responsibilities:

- Applied linguistic and cultural expertise to localize games, ensuring an immersive and culturally relevant gaming experience.
- Successfully localized a number of websites from English to Arabic and vice versa, showcasing an understanding of cultural nuances.
- Captioned movies in both Arabic and English, demonstrating expertise in audiovisual translation.
- Transcribed audio passages, displaying a keen ear for linguistic nuances and context.

Content Moderator Advisor

Webhelp Company [07/2022 – 09/2023]

City: Irbid | Country: Jordan

As a content moderator, I ensure user-generated content complies with platform guidelines, address inappropriate material, and enforce moderation policies to maintain a safe online environment. I make decisions using moderation tools, contribute to quality assurance, and provide user support. My role involves staying updated on industry trends, adapting to challenges, and enhancing content moderation processes.

Key Responsibilities:

- **Content Review:** Evaluate user-generated content to ensure it meets platform guidelines and address any sensitive or inappropriate material.
- **Policy Enforcement:** Consistently enforce moderation policies, making decisions on flagged content and upholding quality standards.
- **Adaptation to Industry Trends:** Stay informed on industry trends and emerging challenges to adapt moderation processes accordingly.
- **Contribution to Process Improvement:** Participate in audits, suggest enhancements, and collaborate with the team to improve content moderation effectiveness.

Translator & Proofreader · Internship

Galileo Academy for Translation & Training [09/2021 – 06/2022]

City: Irbid | Country: Jordan

Exemplary Translator & Proofreader with expertise in industry-specific translation, demonstrating proficiency across legal, scientific, technical, literary, and news content. Translate diverse texts, ensuring precision and cultural relevance. A dedicated professional, I meticulously review and proofread documents to maintain the utmost standards of accuracy, quality, and correctness in translated content. My commitment to excellence extends across specialized subject matters, contributing to the production of high-quality, culturally sensitive materials.

Key Responsibilities:

- **Industry-Specific Translation:** Translate texts of various types, including legal, scientific, technical, literary, and news content, showcasing expertise in specialized subject matters.
- **Quality Assurance:** Review and proofread documents to uphold the highest standards of accuracy, quality, and correctness in translated content.

Student Translator · Internship

Yarmouk University [09/2020 – 08/2021]

City: Irbid | Country: Jordan

Key Responsibilities:

- Translation and Adaptation: Effectively translate and adapt a diverse range of content, including legal, scientific, technical, literary, and news materials, from Arabic to English and vice versa.
- Captioning: caption short videos in both Arabic and English, contributing to improved accessibility and comprehension of multimedia content.
- Interpreting: interpret spoken passages, demonstrating proficiency in translating oral communication accurately.

PROJECTS

Medical Proofreading | White Globe | Remotly

Project Overview: Collaborated with White Globe to provide detailed proofreading services for medical video scripts, focusing on content accuracy and clarity. The project involved reviewing transcripts for videos on medical topics.

Details:

- The emphasis is mainly on medical material, which necessitates a high degree of accuracy and grasp of medical terminology.
- Identifying and correcting various mistakes that may have affected the overall quality of the article.
- Successfully supplied polished and accurate scripts by extensively rewriting text, fixing mistakes, and removing redundancies, ensuring the medical information was clear, succinct, and trustworthy.

Minute-Taking and Technical Report Writing | Globallingo | Belgium

Project Overview: collaborated with Globallingo to deliver extensive minute-taking and technical report writing services for a well-known organization. This project required expertise in science communication as well as a solid command of English to effectively capture and synthesize the event's important topics and findings.

Details:

- Provided an comprehensive technical report on meeting outcomes, consisting of an executive summary, session descriptions, and overall conclusions.
- Followed the writing style guide to ensure consistent spacing, tense use, attribution, and display of numbers and quotes.
- Managed the project within the specified timelines, maintaining open communication with the client and ensuring all deliverables were completed to their satisfaction.

Voice Assistant Quality Testing and Linguistic Consultancy | Untranslate | Belgium

Project Overview: Collaborated with Untranslate company on a project for a leading car manufacturing company to test and improve the quality of their in-car voice assistance system. The project focused on evaluating the system's performance in Arabic, and providing linguistic insights to enhance user interactions.

Details:

- Completed extensive testing of the voice assistant's replies to numerous Arabic commands, evaluating its accuracy and functionality in real-world situations.
- Provided substantial feedback on language problems and recommended enhancements to improve command recognition and user experience.
- Successfully tested and evaluated approximately 300 voice commands daily, leading to significant system optimizations and improvements in user experience within the project's deadlines.
- Managed the project primarily in English to ensure clear communication and coordination with the multilingual team, while also providing linguistic insights and comments in Arabic.

EDUCATION AND TRAINING

Multilingual Master Linguistics and Literary Studies

Vrije Universiteit Brussel [Current]

City: Brussels | Country: Belgium

Bachelor OF ARTS, MAJOR IN TRANSLATION

Yarmouk University [2018 – 2021]

City: Irbid | Country: Jordan | Final grade: Average 86.2 - Listed on Dean's List: 8 times in a row

Machine Translation

Karlsruhe Institute of Technology (KIT) | Coursera

Generative AI Fundamentals

Google Cloud

Excel Certificate

Webhelp Company [02/2023 – 05/2023]

City: Irbid | Country: Jordan

Time Management Course

Galileo Academy [04/2019 – 06/2019]

City: Irbid | Country: Jordan | Type of credits: Hours | Number of credits: 48

LANGUAGE SKILLS

Mother tongue(s): Arabic

Other language(s):

English

LISTENING C2 **READING** C2 **WRITING** C2

SPOKEN PRODUCTION C2 **SPOKEN INTERACTION** C2

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

DIGITAL SKILLS

CAT Tools

Trados Studio / Aegisub / Memsource / memoQ / Subtitle Edit

IT Skills

MS Office (Word, Excel-VBA, Power Point) / Graphic Desing (Canva)

Linguistic Competencies

Localization of video games / Editing & Proofreading

FRONT END DEVELOPMENT

HTML / CSS