



PROFESSIONAL SUMMARY

SKILLS

TECHNICAL SKILLSLANGUAGES:

CSS3, HTML5, JavaScript ES6+, GitHub,,
MySQLTOOLS: Bootstrap, Bulma, jQuery,
Mongoose,Node.js, React.

EXPERIENCE

Contracted professional Medical Interpreter , Language Group, Nov 2019 - Current,
virginia Beach, Virginia

- Explained hospital policies and procedures to provide assistance to patients with limited English proficiency.
- Streamlined patient and physician interaction by providing channel of effective communication.
- Supported clients in completing required medical and eligibility forms and applications.
- Accompanied patients to office visits to represent presenting issues.
- Assisted health care providers in understanding patients' culture, including nonverbal communications, health practices, and social relationships.
- Translated technical, medical, and legal documents with precision.
- Interpreted and translated all information in target language precisely ensuring data confidentiality.
- Recognized for accurate, complete, quick, and clear interpretations and translations, aligned with cultural references, slang, and regional differences in mother tongue.

Arabic Translator and Interpreter, Chesterfield County Public schools, Mar 2018 - Current,
North Chesterfield , Virginia

- Supported students as an educational interpreter for English to Arabic and vice versa.
- Kept to the original context, style and message of translation as much as possible.
- Communicated with clients quickly and understandably by using hand gestures and dialect.
- Maintained zero language-barrier rate by interpreting and translating accurately for clients and utilizing multi-lingual expertise and deep cultural competency.
- Listened to speakers and interpreted words into the Arabic or English language.
- Interpreted and translated all information in target language precisely ensuring data confidentiality.

▣ **Assistant Teacher at M.Psigah Preschool 2018-Current, Mt.Pisgah Preschool**, Jan 2018 -
May 2020, Richmond, Virginia

- Monitored students, classroom environment, and playground activities to reinforce positive student behavior and promote safe and positive learning environment.
- Developed classroom materials to provide assistance to teachers in support of lesson plans.
- Used storytelling, crafts, and other activities to educate children about foundational concepts.
- Helped children meet targets for important skills with shapes, letters, and colors.
- Instructed children in activities designed to promote intellectual and creative growth.
- Conferred with teachers to assist in evaluation of students' progress in relation to established educational objectives.

Executive Assistant of the Promotion Sector, General Investment Authority (GIA), Feb 2005 - Oct 2008, Sana'a Yemen

- Performed word processing and created spreadsheets for data analysis.
- Managed complex calendars and logistics for travel and on-site meetings.
- Managed ad hoc projects by developing project schedules, allocating resources, and coordinating team efforts.
- Set up new office procedures to increase productivity and improve workflow.
- Improved communication between executives and Investors.
- Oversaw office services to maintain smooth operations, including preparing budgets, handling HR issues and coordinating housekeeping.
- Managed confidential and sensitive matters such as illnesses and recovery process

Administrative Assistant , GEOTech Company for IT & Telecom , Jun 2003 - Dec 2004, Sana'a Yemen

EDUCATION

Full Stack Developer	Aug 2021
University Of Richmond - Richmond, Virginia	
Certificate	Dec 2018
PRISMA INTERNATIONAL CORPORATION - Atlanta , GA	
Bachelor of Arts, English Literature	Jul 2006
University of Sana'a - Sana'a, Yemen	
certificate , Commercial Communication, and Business English format and commercial English writing	Feb 2003
British Institute - Sana'a	
Diploma, English Language	Jul 2002
Girls World Communication Center - Sana'a, Yemen	