



MORE ABOUT ME

Hi! For over five years as an English to Arabic and vice versa translator, Subtitler, Email Marketer, and lead generator, I acquired many skills. No matter how large your project is and how tight its schedule is, I will be able to handle it without falling-off in quality. I'm perfectly capable of following instructions as long as they are clear and fair. Looking forward to work with clients who are seeking high quality. Eagerly waiting to hear from you..

PROFESSIONAL SKILLS

- Translation
- Subtitling
- Transcription
- CAT Tools
- Email Marketing and Customer Care
- MS office, M PowerPoint, Google Drive, Google Sheets
- Slack, Asana, Email, Hubspot, Mailchimp
 - Can work with tight deadlines
- Marketing strategies content and Business plan

LET'S COLLABORATE!

Number: 0599846308
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LinkedIn: Sally EL-Hato

PERSONAL INTERESTS

Movies
Music
Reading
Swimming
Running and Meditating
Chatting with my family, friends, work friends

SALLY M. EL-HATO

Translator

PAST EXPERIENCE

Prography.

Translator (Oct. 2020-Dec. 2020)

- I use to translate contracts, Proposals, Marketing plans, documents and emails.
- I use to work as a email marketer and customer care.

Krateen Co.

Email Marketeer and translator (Nov. 2019-Nov. 2020).

- Translation. • Email marketing. • Reports writer.
- Establishing a database for targeted customers. • Content writer
- Subtitling. • Marketing strategies translation.
- Business Proposals writing and translation.

LANGUAGE SKILLS

Mother tongue(s): Arabic

English

LISTENING: C2 READING: C2 WRITING: C1

SPOKEN PRODUCTION: C1

SPOKEN INTERACTION: C2



EDUCATION AND COURSES

AL-AZHAR UNIVERSITY

Bachelor degree in English Literature (2014-2018)

Main subjects covered:

- Language and Linguistics courses: (Grammar I, Grammar II, Communication Skills II, Communication Skills II, Linguistics, Phonetics,
- Stylistics, semantics, and syntax.
- Writing courses: (Writing I, Writing II, and Advanced writing as well as research writing)
- Translation courses: (Translation I, Translation II, Translation III, Literal Translation, Economic Translation, Media Translation, Legal Translation, and Medical Translation)

Main Occupational Skills covered:

- Writing English with excellent grammar and spelling.
- Speaking English fluently and being capable to convey ideas and concepts clearly.
- Translating from Arabic into English and vice versa in different fields including academic, literal, economic, media, legal, and medical areas.

AL-AMIDEAST

Skills of Success Course (2019-2020)

- 60-hour Business English training (10-11-12 Levels)
- 120-hour Skills for Employability
- Communication skills. • Teamwork. • Time management.
- How to deal with pressure and stress. • Personal competencies.
- Active listening skills. • Emotions management.
- Problem-solving. • Leadership

GAZA SKY GEEKS

Cat Tools Bootcamp (2020)

- Smartcat tool
- MemoQ
- SDL Trados



Organizational skills

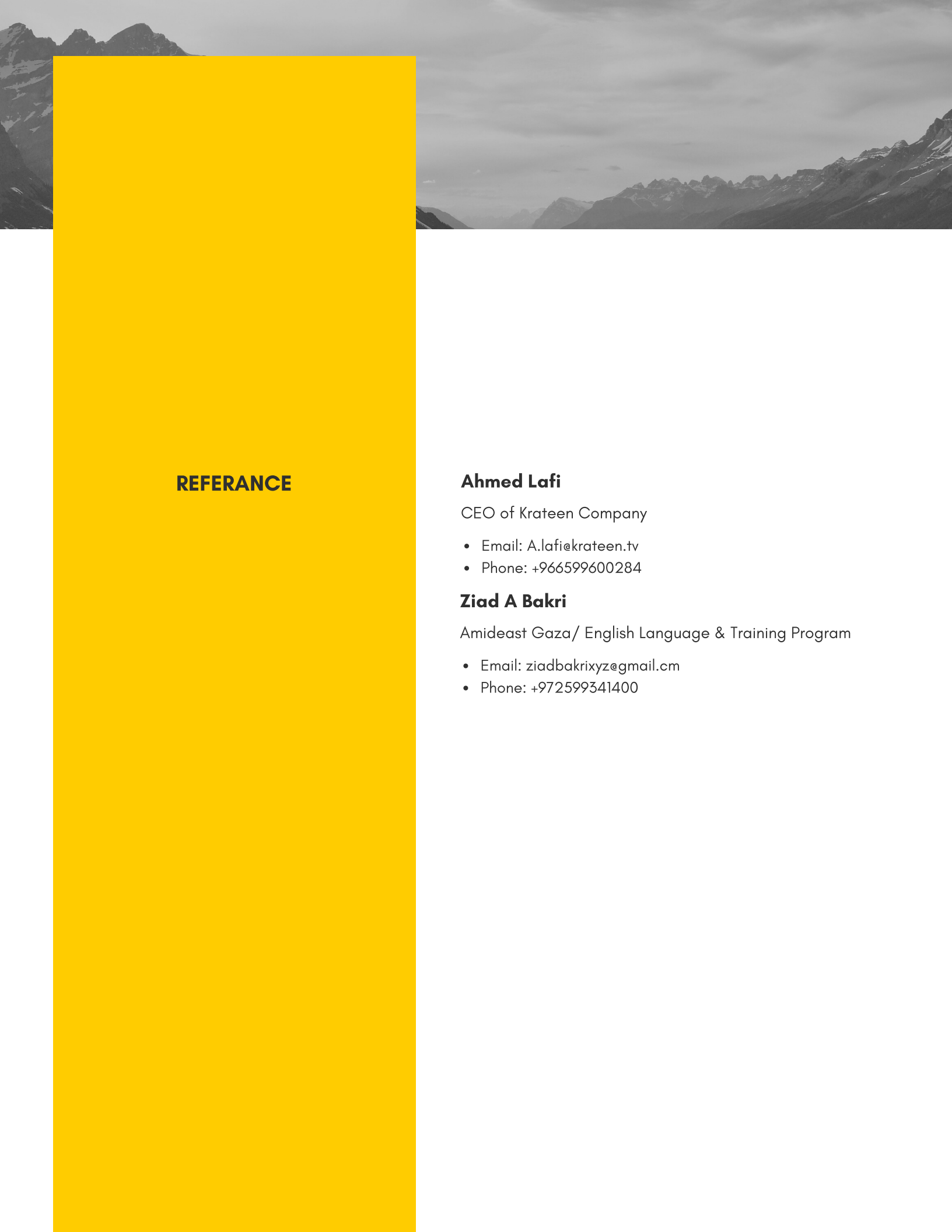
- Good organizational skills gained as a translator.
- Good team-leading and management skills gained as a Marketing team member at Krateen CO.
- Problem-solving skills and finding solutions for clients' challenges gained as an Email Marketer and Customer Care.
- Creating and keeping deadlines skills gained as a Freelancer.
- Efficient and discreet management of the schedules; of actions to be taken; tracking of progress on planned meetings with clients and follow-up with focal points as an Email Marketer.
- Research skills as a Marketing Strategies content writer and a Lead Genenrator.

Communication and interpersonal skills

- Building trust to effectively communicates with beneficiaries and clients.
- Speaking Skills when communicating verbally with clients and team meetings.
- Providing or accepting feedback.
- Communicate my demands clearly and persuade effectively.
- Open-Minded and listening skills when meetings and negotiating with clients and other parties.
- Translating ideas thoughtfully and coherently.

Job-related skills

- Translation Cat Tools including Smartcat and MemeQ.
- Email communication and handling.
- Email marketing including Mailchimp and Hubspot.
- Communication and collaboration tools including Slack and Asana.
- MS Office applications, Google application (Docs, Slides, Sheets, Forms).
- Translation of any program or office documentation.
- Writing daily, weekly and monthly reports.



REFERENCE

Ahmed Lafi

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Ziad A Bakri

Amideast Gaza/ English Language & Training Program

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