

RANA AZZAM

Sworn Translator

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009613169314- 009611360891

References ready upon request

EDUCATION

2014: Bachelor of Translation (GPA: 3.5)

Lebanese International University

2004: Master's degree of Law - Specialization: Private Law- without dissertation

Sagesse University – Faculty of Law

2000: Bachelor's Degree of Law

Lebanese University – Faculty of Law & Political Sciences

1996: Lebanese Official Baccalaureate II in Philosophy

Chouf National College

CERTIFICATES

Diplôme d'Etudes en Langue Française– DELF B2

SDL Trados from Université Saint-Joseph

EXPERIENCE

2017: Sworn Translator

2012- present: Freelance Translator: Arabic < > English, French to Arabic and English

- **Grant Thornton UAE:** proofreading and translating reports, manuals, documents, financial reports, power point presentations, and publications.
- **The Writing Shop:** proofreading and translating diverse documents and manuals for several ministries in UAE and KSA, companies, and organizations.
- **International Alert:** translating reports
- **Dhoha Magazine:** translating articles
- **T.E.R.R.E. Liban:** translating scientific reports for conferences and press
- **KAFA organization:** proofreading and translating documents and reports.
- **ICOMOS Lebanon:** translating documents, press release, and reports
- **Rural Entrepreneurs:** subtitling videos
- **Omeir Travel Agency:** translating documentaries and ads.
- **Arab NGO Network for Development** translating in many monthly online newsletters such as:

<http://enewsletter.annd.org/new/january2015/english/one.html>

<http://enewsletter.annd.org/item.php?itemId=652&newsletterId=39>

<http://enewsletter.annd.org/item.php?itemId=617&newsletterId=45>

- **Information International:** translating reports
- **Kutub:** “Arabic Inscriptions in old Arabia” Book: translation from Arabic to English
- **Lebanese University:** translating legal documents
- **Khiam Rehabilitation Center for Victims of Torture:** translating conference documents
- **MENA Strategies:** translating advertising brochures and press release
- **MEBAA:** translating advertising brochures and press release
- **Rolls Royce:** translating advertising brochures and press release

- **USAID:** translating reports and research
- **Screens International:** subtitling
- **Many other conference translations:** political, social& legal articles, and press release.

2017- present:

- Creator of an environmental awareness page on Facebook and Instagram “Go Green Save Green” with 45K followers so far where I post environmental news and awareness tips to help people live a more ecofriendly life and help save our environment; and also aid people in their environmental problems via a network of environmental activists and organizations.
- Conduct environmental awareness workshops with schools, municipalities, and companies in addition to several TV interviews related to reducing waste, composting, recycling, and living a zero-waste life without single use plastics.

COMPUTER SKILLS

MS Word, Excel, and Internet