

# Khaled Ghonim

Translator

## CONTACT DETAILS

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## LANGUAGES

- Arabic: Native tongue
- Turkish: Fluent
- English : Fluent

## SKILLS AND ABILITIES

- Project management
- Digital Marketing
- CAT Tools
- Subtitle Edit
- Transcribing
- Microsoft MS and Google Workspace
- Front End Developer

## ACADEMIC PROFILE

- **University of Ain Shames**

Bachelor's degree in foreign languages in Turkish, Spanish, and Persian, Class 2017

## AWARDS & RECOGNITION

- Certificate for the Art and Ethics of Dialogue at U.S. Embassy
- Certificate for the techniques of the development of literacy skills for adult learners
- 2 Wikipedia certificates for translation
- Fundamentals of Digital Marketing certification

## EMPLOYMENT HISTORY

### Supervisor

Flexell International Ltd. | 2017 - Aug 2019

- Managed online campaigns for various clients,
- Helped the brand achieve a solid social media presence by handling day-to-day inquiries
- Supervision in translation projects and trained junior translators
- Ensures that all communication materials are appropriately translated
- Proofread and edited all written materials

### Operation Manager

Tawasul 24/7 | Aug 2019- Present

- Providing efficient client liaison and project management abilities to deliver on client requirements.
- Develop plans for the work system in the company and the necessary rules to facilitate work movement.
- Take the team's necessary decisions, help them implement tasks, and communicate the client's ideas.

### Project Manager

Collot Baca Localization | 2022

- Project Manager in Oona
- Clarifying with the client the specifications of the project.
- Receiving the source files in the agreed time and form.
- Spot-checking files once the translator delivers them and then sending them back for correction if necessary.
- Keeping weekly statistics of the produced minutes and words.
- Assisting translators in solving technical issues or clarifying questions.

### Linguistic Quality Assurance

Andovar | 2022 - Present

- Reviewing translated materials for errors and inconsistencies
- Ensuring the cultural appropriateness of the translated content
- Maintaining consistency with the company's brand guidelines and industry standards
- Providing feedback and suggestions for improvement to translation teams and vendors
- Collaborating with other departments to seamlessly integrate the translated content into the final product.

## Closed Caption Editor

WORDS | 2022- Present

- Providing accurate translations for the daily morning news bulletin of an Australian Arabic news channel, ensuring smooth communication between Arabic and English-speaking audiences.
- Collaborating with Gulf news channels to deliver high-quality translations of their bulletins into English.

## Subtitle Editor

Ollang Lab | 2021- Present

- Translated over 150 Turkish series and Movies with Ollang lab toolkit

## Subtitled & Transcriptionist

Hilal Play For Turkish Series | 2021

- Subtitling from Turkish to English
- Subtitling from Turkish to Arabic
- Editing, grammar check, and proofreading for subtitles.
- Transcription

## Subtitled & Transcriptionist

Pinnacles Productions | 2023

- Freelancer offers language localization to FOX and MBC Group for Saudi lifestyle interviews.
- Specialized in English-to-Arabic and Arabic-to-English localization.
- Proficient in English-to-Turkish and Turkish-to-English localization.
- Emphasis on cultural accuracy and professionalism.
- Committed to industry standards for authentic communication.

## MTPE Specialist

TrensTech | 2021 - 2023

- Post-editing machine-translated content from English to Arabic to improve its linguistic quality and readability
- Checking the accuracy of the machine-generated translation and ensuring it meets the client's requirements
- Adapting the content to the cultural and linguistic norms of the target audience
- Correcting errors in grammar, punctuation, and spelling and improving the overall fluency of the translated content
- Ensuring consistency in terminology, tone, and style across all translations
- Providing feedback to machine translation engines and development teams to help improve the quality of future translations
- Meeting project deadlines and ensuring high-quality work is delivered to the client.

## Subtitle Specialist

Vice News & SHOWTIME | 2023- Present

- Accurately transcribing and timing the spoken dialogue of video footage related to the earthquakes in Turkey and Syria.
- Editing and adjusting subtitles to ensure that they are grammatically correct, culturally appropriate, and easy to read for viewers.
- Working closely with the SHOWTIME News team to understand the context and background of the earthquake events so that subtitles accurately reflect the tone and content of the footage.
- Translating any non-English dialogue into English while ensuring that the subtitles remain faithful to the original meaning and intent of the speakers.
- Researching and fact-checking information related to the earthquake events to provide context and accurate information to viewers.
- Meeting strict deadlines for subtitle delivery while maintaining high standards of accuracy and quality.
- Communicating with the SHOWTIME team to address any issues or questions related to subtitles and making revisions as needed.
- Adhering to professional standards and guidelines for subtitling, such as those set forth by the National Captioning Institute or the Subtitlers' Association.
- Staying up-to-date on industry trends and best practices in subtitling and continually improving your skills and knowledge in the field.