ISO 17100 CERTIFIED TRANSLATOR | CIOL CHARTERED LINGUIST | ATA MEMBER
HUDA EL HUSSEIN ABD EL-GAWAD, MBA, DBA | SENIOR ARABIC TRANSLATOR |
OPI & VRI INTERPRETER | HIPAA CERTIFIED | +40 REVIEWS ON PROZ
Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

EDUCATION

- **Doctorate of Business Administration (2021)**
  Royal British College, London, UK
- **Diploma of Islamic Studies (2013)**
  Higher Institute of Islamic Studies, Egypt
- **Master of Business Administration (2008)**
  Heriot Watt University, Edinburgh Business School, UK
- **BSc Accounting (2004)**
  Cairo University, Faculty of Commerce, Egypt

CERTIFICATES & ACCREDITATIONS

- **The Chartered Institute of Linguists (CIOL) (2026)**
  Chartered Linguist – CIOL number: 93934

- **ISO International Certified Translator (2026)**
  Austrian Standard Institute – ISO 17100:2015
  https://translationstandards.net/find–certificate
  Certificate Number: MC–TMS–2025–121
  Company/Username: Huda Al–Hussain

- **HIPAA training and Medical Interpretation Course (2025) – 40 hours of training**
  Ibn Sina for Translation in Cairo, Egypt

- **Certificates from Energean (2023–2026)** on Lifesaving Rules, Electronic Communications, HSH – DSE, Phishing, Cybersecurity, Bribery Prevention, and Modern Slavery.

- **Professional Diploma in Legal and UN Translation (2023) – 180 hours of training**
  American University in Cairo, Egypt

Foundation Certificate of Translation and Interpretation (2022) – 120 hours of training
American University in Cairo, Egypt

Certificate of Arabic Editing Skills (2023)
American University in Cairo, Egypt

ISO 17100 CERTIFIED TRANSLATOR | CIOL CHARTERED LINGUIST | ATA MEMBER
HUDA EL HUSSEIN ABD EL-GAWAD, MBA, DBA | SENIOR ARABIC TRANSLATOR |
OPI & VRI INTERPRETER | HIPAA CERTIFIED | +40 REVIEWS ON PROZ
Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

LANGUAGES

- **Arabic:** Native (Familiar with all major Arabic dialects through 13 years of residence in the UAE and extensive work in multicultural environments)
- **English:** Fluent
- **French:** Very Good (Took courses at the French Cultural Centre in Egypt) – Professional translation into Arabic and English
- **Italian:** Very Good (Took courses at the Italian company I worked in) – Professional translation into Arabic and English

TRANSLATION EXPERIENCE

Delivered more than 2 million translated words across legal, medical, software localisation, technical, engineering, financial, marketing, audiovisual, AI, education, and business domains for over 35 international language service providers, multinational corporations, NGOs, and international organisations.

Provided translation, localisation, HT, MTPE, and linguistic review services for leading international organisations, multinational corporations, and language service providers, including ICON plc, IREM, Clearly Local, Wordbank, Pactera EDGE, Translated, Lilt, Centific, Fox Translation, UNESCO, Wikimania, Boutique Translations, Karzey Traduction, Global Lingua, Language Translation Services (LTS), Translations in London, Saudi Soft, ASAP Translation, Artemis, Midlocalise, Appen, CCJK, Verbolabs, GBC Asia, Elion Tech, Kalakrit, Somya Translators, and Good Enterprise Limited.

Legal Translation

- Translated contracts, commercial agreements, memoranda of understanding (MoUs), articles of association, court hearings, lawsuits, legal correspondence, compliance documentation, government documents, immigration and asylum files, official certificates, and corporate legal documentation.
- Extensive experience supporting international law firms, multinational corporations, and UN–related projects.

Medical & Healthcare

- Translated clinical research papers, medical reports, patient records, medical equipment documentation, pharmaceutical materials, healthcare guidelines, clinical examination reports, medical interviews, patient education materials, and hospital documentation.
- Supported clinical research organisations, healthcare providers, and medical device manufacturers, including projects related to Medtronic products.

Software, Mobile Applications & Product Localisation

- Localised software, operating systems, mobile applications, websites, user interfaces (UI), user experience (UX) content, help centres, technical manuals, setup guides, and consumer electronics documentation.
- Worked on localisation projects involving Microsoft software and products from Lenovo, Samsung, Huawei, Xiaomi, Vivo, OPPO, OnePlus, Nothing, Plaud, GTBOX, VTech, Itel, Imilab, Maimo, and other global technology brands.

ISO 17100 CERTIFIED TRANSLATOR | CIOL CHARTERED LINGUIST | ATA MEMBER
HUDA EL HUSSEIN ABD EL-GAWAD, MBA, DBA | SENIOR ARABIC TRANSLATOR |
OPI & VRI INTERPRETER | HIPAA CERTIFIED | +40 REVIEWS ON PROZ
Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

Automotive

- Localised automotive user interfaces, infotainment systems, driver assistance features, owner manuals, vehicle software, technical specifications, and automotive marketing materials.

Financial & Business

- Translated financial statements, commercial documents, banking content, fintech documentation, employment agreements, HR software, invoices, purchase orders, commercial registers, business correspondence, audit–related documents, and corporate reports.

Marketing, Advertising & Transcreation

- Localised advertising campaigns, website content, packaging, product descriptions, surveys, luxury brand materials, social media campaigns, promotional content, commercial advertisements, and marketing research.
- Delivered transcreation services to preserve brand tone and cultural relevance across Arabic–speaking markets.

Luxury Goods & Consumer Products

- Localised content related to luxury watches, fashion, cosmetics, beauty products, consumer goods, household products, kitchenware, and lifestyle brands, including projects involving Gucci, TAG Heuer, Max Factor, L'Oréal, and Cartier.

Technical & Engineering

- Translated engineering specifications, patents, technical accreditations, machinery manuals, industrial documentation, automation projects, wastewater treatment standards, construction documentation, and technical reports, including engineering projects related to NEOM.
- Localised educational and professional content related to commercial and residential real estate and property management for IREM.

Oil & Gas & Energy

- Extensive experience translating exploration, drilling, HSSE documentation, environmental & sustainability reports, concession agreements, technical procedures, operational reports, energy publications, and oilfield documentation.

Education

- Translated university brochures, educational platforms, academic materials, school communications, motivational speeches, e–learning content, educational policies, soft–skills training, and COVID–19 educational guidance.

Tourism & Hospitality

- Localised travel guides, restaurant content, tourism websites, destination marketing materials, ticketing information, leisure activities, hotel descriptions, and travel–related promotional content.

E–commerce & Retail

- Localised online marketplaces, e–commerce platforms, merchandise catalogues, product listings, retail content, shopping applications, shipping and custom clearance documents and customer–facing digital experiences like those of Meituan and Alibaba.

ISO 17100 CERTIFIED TRANSLATOR | CIOL CHARTERED LINGUIST | ATA MEMBER
HUDA EL HUSSEIN ABD EL-GAWAD, MBA, DBA | SENIOR ARABIC TRANSLATOR |
OPI & VRI INTERPRETER | HIPAA CERTIFIED | +40 REVIEWS ON PROZ
Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

International Organisations & NGOs

- Translated documentation for international organisations, including UNESCO, UN–related initiatives, European Union projects, Red Cross materials, refugee and asylum documentation, humanitarian programs, politics, journalism and international development initiatives.

AI, Language Technology, MTPE & Linguistic Quality Assurance

- Contributed to AI language development through data collection, linguistic annotation, machine translation post-editing (MTPE), linguistic quality assurance (LQA), acceptability evaluation, data validation, and language model improvement projects.

INTERPRETATION EXPERIENCE

I have delivered 1,000+ hours of medical, legal, conference, OPI, and VRI interpretation for multinational corporations, NGOs, and UN–related organisations as detailed below:

Medical Interpretation

- Delivered HIPAA–compliant Over–the–Phone Interpretation (OPI) and Video Remote Interpretation (VRI) for hospitals, clinics, healthcare providers, insurance companies, and clinical research organisations.
- Interpreted medical consultations, patient assessments, specialist appointments, emergency care, rehabilitation sessions, mental health consultations, informed consent discussions, and medical interviews.

Legal Interpretation

- Interpreted court hearings, solicitor–client consultations, police interviews, prison visits, immigration and asylum proceedings, witness interviews, legal aid services, and official legal appointments.
- Ensured accurate and impartial communication while maintaining confidentiality and compliance with professional interpreting standards.

Educational Interpretation

- Provided interpretation for Individualized Education Program (IEP) evaluations, parent–teacher conferences, school assessments, psychological evaluations, special education meetings, and educational consultations.

Conference & International Organisations

- Delivered simultaneous and consecutive interpretation for international conferences, panel discussions, workshops, webinars, and humanitarian initiatives.
- Served as an interpreter for **Save the Children, UNESCO**, **Wikimania 2024**, **Wikimania 2025**, international disability conferences, and UN–related events.

Community & Public Services

- Facilitated communication for government agencies, community organisations, social services, public information sessions, and customer support across diverse Arabic–speaking communities.

ISO 17100 CERTIFIED TRANSLATOR | CIOL CHARTERED LINGUIST | ATA MEMBER
HUDA EL HUSSEIN ABD EL-GAWAD, MBA, DBA | SENIOR ARABIC TRANSLATOR |
OPI & VRI INTERPRETER | HIPAA CERTIFIED | +40 REVIEWS ON PROZ
Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

Business & Marketing

- Interpreted business meetings, customer experience surveys, market research interviews, corporate communications, and multilingual discussions for international companies.

Interpretation Modes

- Over–the–Phone Interpretation (OPI)
- Video Remote Interpretation (VRI)
- Consecutive Interpretation
- Simultaneous Interpretation
- Conference Interpretation

Working Languages

- **English ⇄ Arabic**

Selected Interpretation Clients

Fox Translation • Vivified • Proprio • Language Translation Services (LTS) • Language Translation Agency (LTA) • Translations in London • LingoYou • GDCLLP • UNESCO • Save the Children • Wikimania

AUDIOVISUAL EXPERIENCE

1. **Subtitling**

- Translated, subtitled, proofread, and reviewed more than 100 hours of audiovisual content, including Amazon Prime trailers, Disney productions, PlayStation Arabia content, documentaries, FIFA interviews, television series (Law & Order and Seal), commercials, and educational videos.

2. **Voice–over & Dubbing**

- Provided Arabic voice-over recordings for commercial advertisements, educational content, technology applications, and conversational datasets.

3. **Transcription**

- Produced verbatim and intelligent transcription for medical interviews, healthcare consultations, marketing research, multilingual conversations, and AI language datasets in Modern Standard Arabic and English.

Key Clients: Wordbank, Deluxe Sfera, CCJK, Midlocalize, Verbolabs, Craft Worldwide, Translated, Milestone, Wordminds, Ekitai, Transfective, Global Lingua, Stepes, YYZ Translations, Ulatus, Andovar, and Appen.

ISO 17100 CERTIFIED TRANSLATOR | CIOL CHARTERED LINGUIST | ATA MEMBER
HUDA EL HUSSEIN ABD EL-GAWAD, MBA, DBA | SENIOR ARABIC TRANSLATOR |
OPI & VRI INTERPRETER | HIPAA CERTIFIED | +40 REVIEWS ON PROZ
Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

VOLUNTEERING EXPERIENCE

- [2013 – Present] Creating & proofreading Islamic content for "Explore Islam" Online pages.
- Working on Pro–bono projects for "Translators without borders".

CAT TOOLS

Trados (2024 & 2019) – MemoQ – Phrase (Memsource) – XTM Cloud – Lokalise – SmartCat – Wordfast – Matecat – Crowdin

PROFESSIONAL MEMBERSHIPS

- **ATA** (American Translators Association)
- **CIOL** (Chartered Institute of Linguists)
- **Watt Club** (Heriot Watt University's alumni)
- **AGTBE** (Association of Graduates and Trainees of British Universities in Egypt)

PROFESSIONAL EXPERIENCE

Job Title Senior Administration and Technical Departments' Coordinator
Company Energean **(Greek Oil and Gas Company)**
Location Cairo, Egypt
Period July 2021 – Present

⇒ **Administration:**

- Reducing costs by 20% through effectiveness & applying best business practices by managing the company's invoices, petty cash, and control of expenses.
- Power BI to display the correlation between different costs/periods/cost centres.
- Following up the settlement of the Custom Declarations related to the company, including all materials, drilling equipment and chemicals used in the operations, ensuring that they matched the records and the inventory held in the yard. and those in the yard.

⇒ **Technical Departments (Exploration and Drilling):**

- Drafting minutes of meetings (MoMs), correspondence, assisting in Tenders and Farm–Out operations.
- Analysing wells to determine the potential oil & gas producing licenses for future bidding in the offered concession areas of EGPC/EGAS/Ganope bid rounds.

Job Title Deputy Administration Manager
Company EDF **(French Oil and Gas Company)**
Location Cairo, Egypt
Period June 2012 – June 2021

⇒ **Administration:**

- Reported and translated daily Oil & Gas published newspaper articles (English–Arabic, Arabic–English).

Shaikh Zayed City, Giza, Egypt - ☎ (+2) 0128-585 6667
✉ hadhoudi_1983@yahoo.com

- Ensured that the company's premises and vehicles are insured in the most cost–effective way.

⇒ **Marketing Research:**

- Prepared a database for all concession areas of oil companies, determining their locations, operators, partners, areas, type, award and expiry dates, current activity, and region.
- Prepared weekly and monthly reports for the activities of the oil sector.
- Prepared quarterly reports for political and economic situations of Egypt, bid rounds, news of companies, oil reserves, discoveries, farm–in opportunities, loans, and subsidies.

⇒ **Public Relations:**

- Organised and coordinated corporate events.

Job Title	Facilities and Services Coordinator
Company	Edison S.P.A. **(Italian Oil and Gas Company)**
Location	Cairo, Egypt
Period	Dec 2004 – May 2012

- Reported and translated daily Oil & Gas published newspapers articles (English–Arabic, Arabic–English).
- Maintained a safe, reliable, and cost–efficient fleet of vehicles to support the business.

TRAINING EXPERIENCE

- [November 2012] – Working in International Teams – Edison SPA – Italy.
- [December 2009] – Executive Personal Assistant Course – GBC Learning Centre – UK.
- Several first aid courses.
- [May – July 2009] – Accounting Course – Commercials Syndicate.
- [May 2009] – Organisational Development & Change Management – SETTEC.
- [February 2009] – Accelerated Development Program for Management Skills – IHRDC.
- [November 2008] – Making Change Happen Course – American Chamber in Egypt.
- [November 2007] – Communication Skills Course – American Chamber in Egypt.
- [July 2007] – Presentation Skills Course – American Chamber in Egypt.

EXTRACURRICULAR ACTIVITIES

- Completed Athens Marathon – The Authentic (42 km) in Nov. 2025.
- 5th World Youth Congress from 31/7 till 13/8, 2010 in Turkey – Istanbul.
- Model of the American Congress 2003 & 2004 – Cairo University – Best Delegate.
- International Model of the European Union 2004 – Cairo University.
- Swimming – Chess – Traveling – Sightseeing – Reading.

PROFILE AND RECOMMENDATIONS

https://www.proz.com/translator/2993947

https://eg.linkedin.com/in/huda-al-hussain-bb8672326?trk=people-guest_people_search-card