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# Soheil Arzanpour

(Teaching/Translation)

<b>Summary of Qualifications</b>	English language instructor of universities and educational institutes in Iran and United Arab Emirates for almost 15 Years. Also a professional translator and Interpreter, working with many local and International translation agencies and advertising companies.	
<b>Education</b>	<b>1997-1999 Islamic Azad University Tehran, Iran</b> <b>Master's Degree in English Language(Maj. Teaching )</b> Completed a course on English Teaching. Courses included, Linguistics, Methods of Teaching a Foreign Language, Methods of Research, Teaching Language Skills, etc.	
	<b>1990-1994 Islamic Azad University Tehran, Iran</b> <b>Bachelor's Degree in English Language(Maj. Translation)</b> Completed a course on English Translation. Courses included translation methodology in different fields such as legal documents, journalism and media, Technical and Engineering, etc.	
	<b>1990-1995 Islamic Azad University Tehran, Iran</b> <b>Bachelor's Degree in Electrical Engineering(Maj. Electronics)</b> Completed a course on Electronics Engineering. Courses included Electronics, Electrical Machines, Electrical Circuits, Telecommunication, Linear Control Systems, Digital Electronics, etc.	
<b>Certificates Received</b>	<b>1998 Higher Level of Education Certificate (Ref.No:41952/1025) University of London</b> According to Oxford University, the certificate shows that the candidate can communicate competently in writing and understand the meaning of complex written English The candidate can <ul style="list-style-type: none"> <li>▪ write letters, reports and articles using formal and informal styles of English;</li> <li>▪ write notes, messages, notices, etc., of a short, practical, and familiar demanding nature;</li> <li>▪ write a length, presenting information clearly;</li> <li>▪ read and understand concentrated and complicated pieces of written English;</li> <li>▪ summaries information;</li> <li>▪ read for exact meaning from English – language publications;</li> </ul> and <ul style="list-style-type: none"> <li>▪ Use English –English Dictionary with ease.</li> </ul>	
	<b>1994 CAE (Ref.No:946IR0115010/1025)&amp; IELTS 8.0(Ref.No:B16062039) University of Cambridge</b> Certificate in Advanced English. As per the definition of the Cambridge University it indicates a high level of Competence in English for candidates intending to enter, or already in the working world.	

<p><b>Professional experience (Teaching)</b></p> 	<p><b>2003-Present SKYLINE University Sharjah, UAE</b>  <b>Semester Faculty Member</b></p> <ul style="list-style-type: none"> <li>Currently working as semester faculty lecturer for the general language department of Skyline University College in Sharjah, teaching courses such as <b>GSS</b> (General Study Skills), <b>CTPS</b> (Critical Thinking and Problem Solving), <b>CLS</b> (Communication and Learning Skills), <b>BC</b> (Business Communication), <b>PS</b> (Public Speech) and <b>TPC</b> (TOEFL Preparatory Course)</li> </ul> <p><b>2001-2002 Ibn Khaldoon Cultural Institute Sharjah, UAE</b>  <b>English Department Supervisor &amp; Lecturer</b></p> <ul style="list-style-type: none"> <li>Worked as the Supervisor &amp; Lecturer for the general language department in Ibn Khaldoon Cultural Institute in Sharjah.</li> </ul> <p><b>1995-2000 Simin Educational Institute Tehran, Iran</b>  <b>English Department Instructor</b></p> <ul style="list-style-type: none"> <li>Worked as an Instructor in the general language department of highly reputed English Institute in Iran.</li> </ul> <p><b>1998-2000 INSTROCT Tehran, Iran</b>  <b>Instructor</b></p> <ul style="list-style-type: none"> <li>Worked as an Instructor for the general language department for Iran's National Institute for Research and Development of Tourism.</li> </ul> <p><b>1998-1999 Research &amp; Development Department of KEO Tehran, Iran</b>  <b>Instructor</b></p> <ul style="list-style-type: none"> <li>Worked as the Business English instructor for the Management of Kosar Economic Organization, The largest agricultural Organization in Iran.</li> </ul>
<p><b>Professional Memberships</b></p>	 <p><b>Associate Member of American Translators Association</b>  <a href="https://www.atanet.org/membersonly/mem_view.fpl?id=105235&amp;type=Ind">https://www.atanet.org/membersonly/mem_view.fpl?id=105235&amp;type=Ind</a></p>
<p><b>Translation Experience</b></p>	<p>Websites translated and cooperated with:</p> <ul style="list-style-type: none"> <li><b>Nokia Webpage</b> - translation as well as UAT-User Acceptance Testing (<a href="http://www.farsi.nokia.com/">http://www.farsi.nokia.com/</a>)</li> <li><b>Panasonic Home appliances Webpage</b> (<a href="http://www.panasonic.ae/PR/Pages/Home.aspx">http://www.panasonic.ae/PR/Pages/Home.aspx</a>)</li> <li><b>Skyline University Webpage</b> (<a href="http://www.skylineuniversity.com/Persian.aspx?cid=3&amp;sid=2&amp;Type=Persian">http://www.skylineuniversity.com/Persian.aspx?cid=3&amp;sid=2&amp;Type=Persian</a>)</li> <li><b>Damac Properties</b> (<a href="http://www.damacproperties.com">http://www.damacproperties.com</a>)</li> <li><b>Landmark Properties</b> (<a href="http://www.landmark-dubai.com/">http://www.landmark-dubai.com/</a>)</li> <li><b>Smith &amp; Ken Properties</b> (<a href="http://www.smithandken.com/">http://www.smithandken.com/</a>)</li> <li><b>Ardy Electronics</b> (<a href="http://www.safeit.ae/">http://www.safeit.ae/</a>)</li> <li><b>Omran Group</b> (<a href="http://omranmachinery.com/">http://omranmachinery.com/</a>)</li> <li><b>Panasonic online newsletter</b></li> <li><b>Kalzip Metal Building Envelopes</b> (<a href="http://www.kalzip.com/PDF/uae/Kalzip%20sets%20standards%20Farsi.pdf">http://www.kalzip.com/PDF/uae/Kalzip%20sets%20standards%20Farsi.pdf</a>)</li> <li><b>ICM Brokers</b> (<a href="http://www.icmbrokers.com/farsi/news.asp">http://www.icmbrokers.com/farsi/news.asp</a>)</li> <li><b>Fancypix</b> (<a href="http://ir.fancypix.com/">http://ir.fancypix.com/</a>)</li> </ul> <p>Softwares Translated:</p> <ul style="list-style-type: none"> <li><b>SafelT Security Office</b></li> <li><b>SafelT E-Mail Encryption</b></li> <li><b>SafelT File Encryption and File Shredding</b></li> <li><b>SafelT Secure Disk</b></li> <li><b>SafelT Outlook Encryption</b></li> </ul>

	<ul style="list-style-type: none"> <li>• <b>SafelT Command Line Utility</b></li> <li>• <b>SafelT E-Mail and Network Shredder</b></li> </ul> <p>Books Translated:</p> <ul style="list-style-type: none"> <li>• <b>Understanding Infertility by: Peter G. Wardle &amp;David J. Cahill</b></li> <li>• <b>Miniatlas of Multiple Sclerosis by: Dr. Luis Raul Lepori</b></li> </ul> <p>Some of the Catalogues and Brochures Translated:</p> <ul style="list-style-type: none"> <li>• <b>2006 Catalogue of JVC Electronic Products</b></li> <li>• <b>2006-2007 Catalogue of Panasonic Home Appliances</b></li> <li>• <b>Philips Domestic and Personal Care Appliances</b></li> <li>• <b>Techmart Nokia Catalogue for Mobiles and Accessories</b></li> <li>• <b>SHARP AQUOUS LCD Television Series Catalogue</b></li> <li>• <b>Sony Everio HDD HandyCam Series Catalogue</b></li> <li>• <b>DENKA LCD Television Series Catalogue</b></li> <li>• <b>Creative Audio Products</b></li> <li>• <b>Toshiba Home Appliances Ads</b></li> <li>• <b>Samsung Electronics Products Ads</b></li> <li>• <b>Himalaya Herbals Products</b></li> <li>• <b>Bosch and Siemens Home Appliances Catalogue</b></li> <li>• <b>Malaysian Department of Tourism Brochure</b></li> <li>• <b>Nepal Tourism Board Brochure</b></li> <li>• <b>Dynamisan Multivitamins (Novartis Pharmaceutical Company)</b></li> <li>• <b>Lamsy Plaza Dubai (Shoppers' Guide)</b></li> <li>• <b>Ilyas&amp; Mustafa Galadari Group ( City of Arabia Advrtisement)</b></li> <li>• <b>Paris Gallery Sales, Brand and Fragrance Courses, Guidelines and Newsletters</b></li> <li>• <b>Credit Suisse Trust Services</b></li> <li>• <b>Al Safadi Restaurant Menu</b></li> <li>• <b>Sandoz Osteo-Mix anti Osteoporosis Medicine</b></li> <li>• <b>Nakheel Palm Dubai Guidelines</b></li> <li>• <b>Gallaher International Products</b></li> <li>• <b>Different Standard Guidelines for Institute of Standards and Industrial Research of Iran</b></li> <li>• <b>Mashreqbank Banking System Rules and Regulations and Advertisements</b></li> <li>• <b>Al Arabia Airline Ads</b></li> <li>• <b>Thuraya Travelers SIM Ads</b></li> </ul>
<p><b>Interpretation Sessions</b></p>	<ul style="list-style-type: none"> <li>• Approved interpreter of Canadian Embassy in Abu Dhabi , attending the interpretation sessions in Embassy (Since 2005)</li> <li>• Canon Concerto ( Madinat Jumeira Arena, Dubai 2007)</li> <li>• Ismili Economic Forum 2008 (Ismili Center, Dubai 2008)</li> <li>• Dubai Film Festival ( Dubai 2008)</li> <li>• Panasonic Summit (Muruj Rotana Hotel, Dubai 2008)</li> <li>• Access to Success Seminar ( Dubai 2008)</li> <li>• Prince Edward Province Investors Immigration Nominee Interviews ( Dubai 2008)</li> </ul>
<p><b>Transcription Sessions</b></p>	<ul style="list-style-type: none"> <li>• Executive Committee meeting of the Dubai International Arbitration Center(DIAC) (22-23 February 2010)</li> <li>• Executive Committee meeting of the Dubai International Arbitration Center(DIAC) (21 April 2010)</li> <li>• Executive Committee meeting of the Dubai International Arbitration Center(DIAC) (27 June 2010)</li> </ul>

	<ul style="list-style-type: none"> <li>Board of Trustees meeting of the Dubai International Arbitration Center(DIAC) (28 June 2010)</li> </ul>	
<b>Type of texts Translated</b>	Declaration forms, Balance Sheets, Profits and Loss Balance, Different types of Power of Attorney, Consultancy Agreements, Mutual Cooperation Agreements, Employment Contracts, Company Memorandums, Low and High Tenders, Birth Certificates, Marriage Deeds, Title Deeds, Military Service Completion Certificates, Non Criminal Record Certificates, Telephone Scripts, School Reports, University Degrees and Transcripts, Bank Statements and Credit Reports, Property Advertizing (Damac Properties, Amlak Properties, Fakhruddin Properties, Kawthar Real Estate, Property House Real Estate), Business Cards,.....	
<b>Translation Agencies Cooperated with (At least once)</b>	Access Translations (Ireland) Akhil Institute of Foreign & Indian Languages (India) Adith Multilingual Services Pvt Ltd.(India) All Local Translation (Egypt) Arabic Translation Team (Egypt) Babylon Dictionary Website (International) Canada Global Bridge (Canada) Cochrane Pregnancy and Childbirth Group (USA) Convey Now (USA) Day Translations, Inc (USA) Global Wise (UK) International Research & Outsourcing Services (India) LangTrans (India) Language Institute of Atlanta (USA)	Midlocalize(Egypt) Multilingual Localization Gateway (Egypt) New Frantex Technology (China) STC (Korea) Suzhou President Translation (China) The Global Institute of Languages & Culture (USA) The Translation Gate, LLC (Egypt) TransHorsa (China) TRANSLATION ENGINEERING GmbH (Germany) Troika (India) TrytunTrans (India) Words infocom P.Ltd.(India) YYZ Translation (Canada)
<b>References</b>	Skyline University College (Tel. +971 6 5441155) Communication Legal Translation ( Tel.+971 4 2663517) Modern legal translation (Tel.+971 4 2234664) Diamond Legal translation (Tel. +971 4 2273133) Kilani Legal translation (Tel. +971 4 3355885) Al Diwan Legal translation (Tel. +971 4 2232189) Linguist House Legal Translation (Tel. +971 26262263) Ad-One Advertizing (Tel. +971 6 7419531 )	D-Max Advertising (Tel. +971 6 5439700) Easar Advertising (Tel. +971 50 3839329) Elaph Translation ( +971 4 2035046) Maher Legal translation ( +971 6 5614894) Moscow Legal translation ( +97150 5758807) RMG Advertising ( +971 4 3698453) Seyed Translation Services ( +971 4 2348155)