

JARED MARWA

MWIKWABE

Professional Translator & Interpreter

(ENG>SWA/DHOLUO)

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Profile Summary:

I am an experienced English to Swahili Translator and Interpreter with 8 years as a remote freelancer in various fields with English-Swahili as my language pair and other three local languages i.e Dholuo, Kuria and Gusii. I hold a bachelor's degree in Linguistics, Media and Communication. My stronghold is in Translation, Interpretation and Subtitling, with additional ample experience in MTPE editing, proofreading and localization. I have experience in working with MemoQ, Trados and Smartcat CAT tools. These set me apart as the ideal candidate to work on different projects.

Education:

Moi University, Eldoret

2012 to 2015 | | *B.A: Linguistics, Media & Communication.*

Kanga School

2007 – 2010 | | Kenya Certificate of Secondary Education – KCSE

SHORT COURSES AND TRAINING:

Christian Language Solutions | 2024

- Translation Reviewers and Proofreaders Training

AMREF | 2023

- Research Ethics Evaluation

Mentoring African Translators | | 2021

- Training on Translation

Compassion Intl. | | 2019:

- Training on Strategic Planning
- Leadership Management Training

Lifeskills Promoters | | 2018

- TOT – Lifeskills Training Certification

Writers Guild Kenya | | 2015:

- Training on Writing and Publishing.

Career History:

AFRICA TRANSLATIONS IN-CHARGE | The Timothy Initiative – TTI,

Nairobi | **May 2023 – To Date**

- Oversee implementation of Translations of TTI materials across Africa.
- Ensure timely delivery of translated and well formatted materials for print.
- Source and hire professional translators, negotiate fees and approve quality of their work before final payments are done.
- Organizing and attending editorial workshops.
- Supervising and capacity building of regional translation in-charges
- Offering training consultations to translators on TTI glossary and terminologies
- Proofreading, Review, Indesign formatting of final materials for print.

Languages supervised;

Amharic | French | Ewe | Fulani | Yoruba | Dioula | Malagasy | Arabic | Swahili TZ | Swahili DRC | Swahili KE | Pokot | Luganda | Kinyarwanda | Lingala | Affan Oromo

PROJECT MANAGER | Careerspot Media, | Nairobi – Kenya | 2018 – To date

- Design & implementation translations projects across multiple clients.
- Developing partnerships with Translators and translation agencies.
- Formation & Retention of clients, management of clientale database and language glossaries.
- Linking up translation agencies with relevant qualified remote linguists for projects in African Languages.
- Offering Training Facilitation to new translators.

Languages Managed

Oromo | Swahili | Kuria | Dholuo | Kamba / Ekegusii / Pokot | Luganda | Kinyarwanda | Lingala | Tchiluba / Luo / Luganda

FREELANCE TRANSLATOR | Proz.com, TranslatorCafe, and Upwork Online Platforms | 2018 – To date

- Proactively pitching my translation skills to potential clients and agencies.
- Translating projects per clients' agreements ensuring quality and timely delivery.
- Managing long-term projects while keeping track of short-term ones.
- Great mastery of the Translation Principles like; Accuracy, Clarity, Context & Culture, Consistency, Register and Faithfulness.
- Collaborated with other translators, editors and advertisers when doing a communal project.
- Translated different projects from different disciplines i.e education, religion, governance, science, psychology, legal, business and medical.

Soft Skills:

- ❖ Project management.
- ❖ Desirable Negotiation Skills.
- ❖ Strong decision maker Complex problem solver.
- ❖ Innovative & Creative.
- ❖ Management and leadership with great coordination skills.
- ❖ Writing and editing skills.
- ❖ Media Content Development.
- ❖ Training and Facilitation Skills.
- ❖ Great coordination and team leadership skills.
- ❖ Attention to details.

DIGITAL SKILLS:

- ❖ Microsoft Suite (Word, Excel, Powerpoint)
- ❖ Virtual Collaboration work spaces; Google Workspace, Slack, Teams,
- ❖ Design Software; Coral Draw & Adobe Illustrator
- ❖ Translations CAT tools; MemoQ, Trados SDL and MemoSource
- ❖ Online translations collaboration Platforms like; Crowdin and SmartCat.
- ❖ Virtual Meeting management (Zoom, Google Meet, Webex Meet, etc)
- ❖ Content Management Systems - CMS (WordPress, Drupal)
- ❖ Proofreading and Review skills.

Hobbies:

- ❖ Travelling
- ❖ Reading and Writing
- ❖ Networking
- ❖ Swimming and Acrobatics

Referees:

Mr. Gideon Odhiambo | MD
Agency for Development, Research,
Information and Training – ADRIT.
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CONSULTANT-LIFESKILLS KEY TRAINER | LIFESKILLS PROMOTERS, KYEOP Program Oct 2018 – Oct. 2020

- Overall management of assigned center, trainers and trainees.
- Training the youths by applying age-appropriate experiential learning and participatory training methodologies.
- Providing appropriate coaching and guidance to youths on matters career and Life skills applications.
- Overall supervision of training operations and the workflow of trainers.
- Coordinating and monitoring the scheduling of the life skills training classes, use of facilities and equipment.
- Ensuring participants' attendance registers and other records are adequately maintained for report writing.
- Ensuring maintenance of standards, quality, and professionalism during the life skills training.
- Guiding and Counseling on life skills matters like sexuality, drugs & substances abuse, Spirituality, Career development, financial management.

CONSULTANT - COMMUNICATION & TRAINING SUPPORT | Agency for Development Research, Information and Training – ADRIT, Nairobi, Aug. 2017 - to Date

I offer the following services to ADRIT as a consultant;

- Designing & re-aligning of ADRIT communication strategy.
- Consulting on reporting and media content development on success stories, progress & achievement updates.
- Proofreading, editing of all research projects before delivery to the clients.
- Engaging in budgeting process, budget implementation and oversight on procurement processes.
- Sourcing, interviewing and hiring of relevant field assistants for ADRIT research projects
- Training and Capacity building of Research Assistants and data collectors etc.
- Supporting development of research materials and tools like questionnaires and FGD themes, TOT manuals as aligned to the project objectives.

COMMUNICATION ASSISTANT | EVERY HOME FOR CHRIST – EHC,

Dar es Salaam, Tanzania | **Jan 2016 – June 2017**

- Offered Admin Support ensuring apt communication with regional and international offices.
- In-charge of translation department: Translated 60 different short Gospel Tracts from English to Swahili.
- Supported Church-planting Initiatives in Maasai Community, Arusha.
- Prepared prompt monthly, quarterly and annual reports attaching photos & video ensuring they meet international donor standards and zero rejects.
- Overseeing field trip travel logistics and other itineraries for International Visitors.
- Travelled to mission fields to offer training & interpretation services for English-Swahili

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