

Emad Hasan Muhammad

Professional Translator & Interpreter

📍 Erbil, Iraq | ✉ emadhasanmohamaed@gmail.com | ☎ +9647505620217

Professional Summary

Detail-oriented Translator & Interpreter with expertise in English, Kurdish, and Arabic, education, retail, and banking services. Skilled in delivering accurate translations, teaching English, and providing excellent customer service. Currently an ATM Agent and Card Delivery representative, assisting clients with banking transactions and promoting financial inclusion. Recognized for reliability, adaptability, and strong communication skills.

Core Competencies

- ✓ Multilingual Translation (English ↔ Kurdish ↔ Arabic)
- ✓ Proofreading Localization (Grammar, Syntax, Idioms)
- ✓ Public Speaking & Communication
- ✓ Time Management & Deadline-Oriented
- ✓ Microsoft Office (Word, Excel, PowerPoint)
- ✓ POS Systems & Retail Operations

Professional Experience

Freelance Translator | 2019 – Present

- Provided high-quality translations for websites, institutions, and private clients, ensuring linguistic accuracy and cultural relevance.
- Specialized in document translation, proofreading, and localization for diverse industries.
- Maintained strict deadlines while managing multiple projects efficiently.

Cashier & Retail Associate | Part-Time

- Processed transactions using POS systems handled customer inquiries, and maintained cash register accuracy.
- Developed strong customer service and problem-solving skills in fast-paced environments.

Assistant warehouse Keeper | Apr 2020 – Sep 2020 | Full-Time

- Assisted in inventory management, stock organization, and logistics support.
- Recognized for reliability and teamwork in maintaining smooth warehouse operations.

ATM Agent and Card Delivery | Jan 2025 – Present

Working for (My Account, governmental organization) which aims primarily at modernizing the banking sector, promoting economic prosperity in Kurdistan Region.

- Assisted customers with cash deposits, withdrawals, and balance checks.
- Processed fund transfers and bill payments using bank systems.
- Educated customers on card usage and basic banking services.
- Maintained daily transaction records and submitted reports to the bank.
- Acted as the first point of contact between the bank and clients in underserved areas.

Private Teacher | 2022 – 2025

- Planned and delivered one-on-one lessons based on student needs.
- Improved students' fluency, grammar accuracy, and vocabulary range.
- Prepared learners for exams, interviews, and academic requirements.
- Created engaging activities to enhance communication skills.
- Monitored progress and adjusted teaching strategies accordingly.

Education

Bachelor's Degree in Translation - University of Duhok

- Graduated with "Very Good" academic standing.

Languages

- Kurdish (Native)
- Arabic (Fluent)
- English (Fluent – Written & Spoken)
- French (A2, Elementary speaker)
- Spanish (A1, beginner speaker)

Additional Skills

- ✓ Leadership & Team Collaboration
- ✓ Attention to Detail & Quality Assurance
- ✓ Adaptability in Multilingual Settings

References

Available upon request.