

Patience Ajibo

Freelance Translator | Legal, Medical & Business Documents

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Professional Summary

Professional translator with expertise in English to French and English to Spanish translations, specializing in legal, medical, and business documents. Adept at delivering precise, culturally accurate translations using tools such as DeepL, MemoQ, Smartcat, and Microsoft Word. Experienced in handling strict deadlines, confidential documents, and client communications.

Languages

- English - Fluent
- French - Fluent
- Spanish - Fluent
- Chinese - Basic

Skills & Tools

- Translation software: DeepL, MemoQ, Smartcat, Steps
- Legal, medical, and business document translation
- Proofreading and editing
- Microsoft Office & Google Workspace
- Terminology research (Linguee, Reverso, professional dictionaries)

Freelance Experience

Freelance Translator - Self-employed (2022 to Present)

- Translated legal contracts, medical reports, and business correspondence
- Maintained confidentiality and high-quality standards

Writing & Teaching Experience

- Writing and proofreading experience in English and French
- Teaching assistant experience, enhancing attention to detail and communication skills

Education

- B.A. Theatre Arts - Degree
- Diploma in Law
- National Youth Service (NYSC)

Portfolio / Sample Work

- Business Email (English to French) - Job 1
- Medical Report (English to Spanish) - Job 2
- Legal Contract (English to French) - Job 3
- Additional samples available upon request

Optional

- Hobbies & Interests: Language learning, reading legal/medical texts, creative writing
- Certifications: "Professional Translation Practice Certificate" (Portfolio-based)