



# MAHFUZAH BINTI MAHFODZ

FREELANCE TRANSLATOR (FULLTIME)

## PERSONAL INFORMATION

**ADDRESS :** No. 402, Jalan Suriaman 2/11, Taman Suriaman 2b, Bandar Sri Sendayan, 71950 Negeri Sembilan, Malaysia.

**EMAIL :** [m.mahfuzah@gmail.com](mailto:m.mahfuzah@gmail.com)

**CONTACT NO. :** +60192223791

**SERVICES :** Translation, Editing/ proofreading, MT post-editing.

**NATIVE IN :** Malay

**LANGUAGE PAIR :** English > Malay

**PROZ PROFILE :**

<https://www.proz.com/profile/2703179>

## CAT TOOL

SDL Trados 2015, SDLX, Wordfast, Memsource, Smartling, CGS Tool, GTool, GTT, SmartCat & Matecat.

## EXPERIENCE

3 years working experience in oil & gas industry and 6 years working experience in construction industry with pre & post contract.

Construction/ Building/ Engineering	<b>Target Resources Corporation Sdn Bhd</b> <i>Senior Quantity Surveyor</i>
Engineering - Oil/ Gas	<b>Target Energy Co. (M) Sdn Bhd</b> <i>Subcontract Executive</i>
Construction/ Building/ Engineering	<b>Apex Communications Sdn Bhd</b> <i>Senior Quantity Surveyor</i>

## EDUCATION BACKGROUND

**BACHELOR'S DEGREE IN QUANTITY SURVEYOR • YEAR 2010**  
• UNIVERSITI TEKNOLOGI MALAYSIA, MALAYSIA  
Second Class Honours (Upper Division)

**DIPLOMA IN QUANTITY SURVEYOR • YEAR 2006 •**  
**POLITEKNIK KOTA BHARU, MALAYSIA**

## TRANSLATION EXPERIENCE

Experienced in translating Contract & Agreements, tender documents, contract documents, terms & conditions, process flow, technical & commercial evaluation reports, subcontract and procurement package for insurance claim purposes from English to Malay as part of works assignments.

## SERVICES & RATES

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Translation	EN>MS 2000 words in 24hrs 0.06 USD/word
Editing/ Proofreading	EN>MS 4000 words in 24hrs 0.04 USD/word
Hourly Charge	40 USD
Min Charge	20 USD < 200 words

## FIELD OF INTEREST

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Engineering (General), Construction/ Civil Engineering, Petroleum Engineering/ Surveying/ Law:  
Contracts, Transport/ Transportation/ Shipping, Tourism & travel, Food & drink, Social Sciences & etc.