



AMINA SAIF

Possess 22 years' success in translation and interpretation (English, Urdu, Punjabi, Mirpuri, & Hindi). Currently managing AS Translations, a company offering a wide array of translation, interpretation, and voice-over services. I take pride in being a Kudo Certified Interpreter with extensive experience in Remote Conference Interpreting, Simultaneous Interpreting, On-site Continuous Interpreting, and Consecutive Interpreting. Well-developed ability to utilize multiple advanced platforms, such as Interactio, Zoom, Interprefy, Rafiky, Kudo, Voice Boxer, QuaQua, and Cisco Webex.

London, Elstree, UK

+44 7762 017301

[in Amina Saif](#)

www.astranslations.co.uk

amina.saif70@gmail.com

ABOUT ME

A dynamic and detail-oriented professional with broad exposure of interpreting verbal interactions and translating written communication between different parties. Proven capability to leverage active listening and multilingual communication proficiencies in displaying sensitivity and intercultural awareness while supporting cross-cultural people. Strong ability to adapt to a rapidly changing environment by developing relationships, thinking outside the box, demonstrating flexibility, and using an innovative mindset. Proven track record of providing transcriptions for the National Crime Agency.

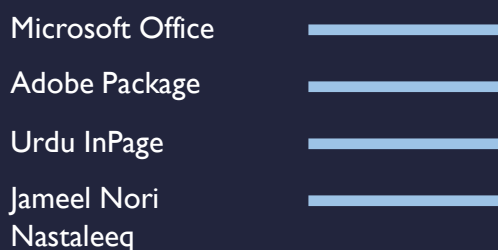
EXPERTISE

- ✓ Simultaneous Interpretation Support
- ✓ Written Document Translation
- ✓ Client Experience Management
- ✓ Conference Interpretation
- ✓ Diversity and Multiculturalism
- ✓ Active Listening
- ✓ Transcription Voice Over and Subtitling
- ✓ Skilled in Translation Software Tools
- ✓ Team Collaboration and Support

LANGUAGES



SKILLS



ASSOCIATION

- Institute of Linguists
- National Register of Public
- Fellow Member of CIOL

CAREER PROFILE

INTERPRETER AND TRANSLATOR

(2003 - NOW)

Deliver best-in-class interpretation and translation services to multiple organisations, such as Big Work UK, IOL, and Language Line Services. Translate multifaceted documents using advanced technologies to improve sound systems and deliver robust translation. Interpret different modes of speech, including face-to-face, telephone, video link, and voiceover. Examine foreign diplomats for FCO (Foreign and Commonwealth Office) while serving as Oral Examination Setter.

JUSTICE OF THE PEACE (HERTFORDSHIRE)

(2010 - NOW)

Actively served as **Justice of the Peace** and presided in three Magistrates Courts in Hertfordshire. Oversee misdemeanour and petty offence cases while strictly adhering to pertinent regulatory policies. Organise initial appearance proceedings and detention hearings within a highly regulated environment. Issue search and arrest warrants, and summonses while demonstrating a professional demeanour. Handle criminal complaints and administer bail and sentences.

KEY ACCOMPLISHMENTS

- ★ Worked with **four Prime Ministers** for different countries.
- ★ Worked with **prominent international organizations like G7 and COP26.**
- ★ Worked for leading **international courts, conferences and international media**, including **CNN.**
- ★ Interpreted for **Red Sea International Film Festival (RSIFF) in Jeddah (Dec 2022)**
- ★ Interpreted for **Google, YouTube, World Health Organization, UNICEF, Skoda World Convention, University of Washington, Fresno City Council, LYOPAY, and more**

ACADEMICS

KINNAIRD COLLEGE FOR WOMEN, LAHORE, PAKISTAN

(1990)

Bachelor's Degree in English Literature and Applied Psychology

DIPLOMA & CERTIFICATION

- Diploma in Public Service Interpreting, Punjabi (2018)
- Diploma in Public Service Interpreting, Hindu Unit 1 & Unit 3 (2019)
- Diploma in Public Services Interpreting, Urdu (2003)
- Bi-Lingual Skills Certificate, Gold Medal for Best Candidate in the Country awarded by HRH Prince Michael of Kent (2003)
- Security Clearances (2018), Counter Terrorism Check (CTC), Security Clearance (SC), NVPP2 & 3, DBS

EXPERIENCE & ACCOMPLISHMENTS

- Interpreted Simultaneously in Hindi for **PLC ULTIMA Convention in Dubai** in March 2023
- Interpreted Simultaneously in Hindi for **Lyopay** in February 2023
- Interpreted Simultaneously in Hindi for **Guinness Book of World Record Holder “The Shortest Woman in the World” for 2 days in Milan** in February 2023
- Interpreted Simultaneously in Hindi for **RSV Epidemiology** in February 2023
- Interpreted Simultaneously in Hindi for **Market Research for Saudi Hotelier** in February 2023
- Interpreted Simultaneously in Hindi for **Google C Space** in February 2023
- Interpreted Simultaneously in Hindi for **Kudo** in January 2023
- Interpreted Simultaneously in Punjabi for **Solidarity Economy Association** in January 2023
- Interpreted Simultaneously in Hindi for **Red Sea International Film Festival (RSIFF) in Jeddah** Saudi Arabia in December 2022
- Interpreted Simultaneously in Urdu for **FIFA World Cup 2022** in November 2022
- Interpreted Simultaneously in Hindi for the **International Arbitration Court** in London in November 2022
- Interpreted Simultaneously in Urdu for **REDR** in November 2022
- Interpreted Simultaneously in Hindi for **Google** in November 2022
- Interpreted Simultaneously in Hindi for **YouTube** in October 2022
- Interpreted Simultaneously in Hindi for **PLC Ultima in Dubai** in October 2022
- Interpreted Simultaneously in Punjabi for **Noora Health on Kudo** in September 2022
- Interpreted Simultaneously in Hindi for Town hall Meeting for **Americares** in September 2022
- Interpreted Simultaneously in Hindi for **World Health Organization** in September 2022
- Interpreted Simultaneously in Hindi for **PM Truss and PM Modi** on 10th September 2022
- Interpreted Simultaneously in Urdu for **BCI 2022 Large Farm Symposium** Event in September 2022
- Interpreted Simultaneously in Hindi for **Syngenta** Event on Zoom in September 2022
- Interpreted Simultaneously in Urdu for **UNICEF** for 2 days in September 2022 for Pakistan Flood Response
- Interpreted Simultaneously in Urdu for **PFIC** for 2 days in September 2022 on Interactio Platform
- Interpreted Simultaneously in Hindi for **Skoda World Convention in Prague** September 2022
- Interpreted Simultaneously in Urdu for **APIAHF** on Zoom in August 2022
- Interpreted Simultaneously in Hindi and Punjabi for **Noora Health on Kudo** in August 2022
- Interpreted Simultaneously in Urdu for a 3 days event for **Peer 2 Peer** Learning Event in August 2022
- Interpreted Simultaneously in Hindi for a 2 days event for **WIKIMANIA** 2022 on Interactio Platform in August 2022
- Interpreted Simultaneously in Urdu for a 5 days event for **Pakistan Hub Training** Week in August 2022
- Interpreted Simultaneously in Hindi for a 2 days event for **LYOPAY** Annual Summit for Dubai in July 2022
- Interpreted Simultaneously in Hindi for **Human Rights Event** for LM Language Service in July 2022
- Interpreted Simultaneously in Hindi for **Fairtrade Event** in July 2022 on Voice Boxer
- Interpreted Simultaneously in Hindi for **Women in Agriculture** in July 2022 on Kudo
- Interpreted Simultaneously for 2 days in Hindi for **International Arbitration Centre** in London in July 2022
- Interpreted Simultaneously in Urdu for Kudo on **IT Services Consultation** in July 2022
- Interpreted Simultaneously in Hindi on 2 events of **LYOPAY Dubai** on zoom platform in July 2022
- Interpreted Simultaneously in Punjabi for **Interfaith ceremony** on Ablio Platform in June 2022
- Interpreted Simultaneously in Punjabi for **Fresno City Council** meeting for 3 days in June 2022
- Interpreted Simultaneously in Punjabi for **University of Washington** Graduation ceremony for 2 days in June 2022
- Interpreted Simultaneously in Hindi for **PLC INDIAN ULTIMA CONVENTION in Dubai** for 2 days in June 2022
- Interpreted Simultaneously in Punjabi for **“Equity on the Mall 2022”** conference for 2 days in June 2022 on Interprefy platform.
- Interpreted Simultaneously in Punjabi for **City Council Meeting** for City of Fresno in May 2022
- Interpreted in Hindi for an award winner in London for the **Prince’s Trust Awards in May 2022**
- Interpreted Simultaneously in Hindi for **Boehringer Ingelheim Global Excellence Awards** in Frankfurt Germany in May 2022
- Interpreted Simultaneously in Hindi for **PLC ULTIMA ASIAN CONVENTION in Dubai** for 2 days in May 2022
- Interpreted Simultaneously in Hindi for **PLC ULTIMA in Berlin** for 2 days in April 2022
- Interpreted for 4 days event in Hindi and Urdu for **DHL Germany** in April 2022
- Interpreted Simultaneously in Hindi for an event **Power to Girls** in April 2022
- Interpreted Simultaneously in Hindi for **Solvay Global Forum in Brussels** from 28th March to 1st April 2022.

EXPERIENCE & ACCOMPLISHMENTS

- Interpreted Simultaneously in Hindi for **Healy World in Berlin** Germany in March 2022
- Interpreted Simultaneously in Hindi for a **Marketing company** in March 2022 via Zoom
- Interpreted Simultaneously in Urdu for **Alight** in March 2022 via Voice Boxer Platform
- Interpreted Simultaneously in Punjabi for **Fresno Police Academy** USA to train Police Officer's in India on an 18-week Course in February 2022 via Zoom
- Interpreted Simultaneously in Urdu for **Fine Hygiene Holding** 2022 VGSM session in January 2022 on Cisco Webex Platform
- Interpreted Simultaneously in Punjabi for **ORFC 2022** in January 2022 on Zoom
- Interpreted in Urdu for **International Testing Agency** for a sports assignment in January 2022
- Interpreted Simultaneously in Punjabi from 7 _ 9 December on **Street Football on QuaQua Platform**
- Interpreted remotely for 2 days in Hindi for Invisible No More “**A festival of reproductive health, rights and justice for all**” in December 2021 on Kudo Platform
- Interpreted Simultaneously in Hindi for PLC ULTIMA in Dubai in November 2021 Interpreted Simultaneously in Hindi in Glasgow for **COP26 Global Day of Action** for Climate Justice in November 2021
- Interpreted Simultaneously in Hindi for the Opening Ceremony of **COP26** on 31st October 2021
- Interpreted Simultaneously in Urdu for **Australian Pinnacle** on Medical workshop in October 2021 on Interprefy platform
- Interpreted Simultaneously in Urdu for 2 days event for **Google for Think Travel** in September 2021 on Interprefy platform
- Interpreted in Urdu for Sui Northern Gas Pipelines Limited and Quaid-e-Azam Thermal Power in an **Arbitration hearing** in September 2021
- Interpreted Simultaneously in Hindi in **Paris for CITROEN** Meeting in September 2021
- Interpreted Simultaneously in Hindi for **GAIN** in June 2021
- Interpreted in Urdu for the **BCI 2021 Large Farm Symposium** in August 2021 on Rafiky Platform
- Interpreted Simultaneously for the Prime Minister of New Zealand **Jacinda Ardern** in August 2021 on Voice Boxer Platform
- Proficiently interpreted for **PM Modi, PM Boris Johnson, and Prime Ministers of G7 Summit** in Carbis Bay Cornwall in June 2021
- Interpreted in Urdu for Sui Northern Gas Pipelines Limited and Quaid-e-Azam Thermal Power in an **Arbitration hearing** in June 2021
- Interpreted Simultaneously in Urdu for **Gain Health** in June 2021
- Interpreted Simultaneously in Hindi for **Australian Embassy**, people obtaining Refugee status in COVID pandemic in June 2020 on Kudo Platform
- Simultaneously Interpreted for EU president **Ursula and PM Modi** in EU India Summit in July 2020
- Leveraged outstanding communication skills to interpret for Al Jazeera Television and **Indian PM Modi** during the COVID-19 Pandemic (2020)
- Acted as Hindi SI for **Surviving the School New York** in November 2020 and South Africa Council Meeting in November 2020
- Interpreted in Urdu for **Lords Standard's** in August 2020 and Urdu for Deutsche Post DHL Group Germany in August 2020
- Interpreted Simultaneously in Urdu for **International Centre for Migration Policy Development (ICMPD)** throughout the training under Federal Investigation Agency of Pakistan
- Interpreted in Hindi for **Solvay Global** Forum conference in Brussels (2019), **Prague for Platincoin World Convention** in 2019, **EU Disability Forum in Brussels** in May 2019, and **EU at the Brussels International**
- Booked by UK FCO to interpret for **UK PM Theresa May** and Indian **PM Modi** at Downing St. (2018)
- Served as Interpreter for **Urban Cooperation Annual city event** (2018, 2019) in Brussels
- Interpreted **USA Deposition at the International Dispute Centre** (2018) and **EASO camps in Greece** (2016)
- Acted as simultaneous interpreter for **David Cameron** and the Indian Prime Minister at Downing St. and Westminster Palace (2015)
- Interpreted for Asylum Seekers in registration and Interviews at Lesvos, Samos, Kos, Cios, and Athens
- Performed interpreter responsibilities for **Skoda conferences in Spain** (2017) and **Prague** (2012), **Al Jazeera** Television coverage of the Indian elections (2014), and for Pakistani Election 2018
- **NATO approved Interpreter as well as Hindi and Urdu Assessor for Ministry of Defence**