

LARA JEREMIE SAMA

Language and Development Consultant: Trainer/Coach; Conference Translator & Interpreter
(English-French-English/Dioula) - Sector 51, Karpala * Ouagadougou, Burkina Faso

Profile

Dynamic professional conference translator and interpreter with a 12-year track record of excellence, seamlessly integrating language education, business acumen, and project leadership. Adept at driving success through intercultural collaboration and effective communication. Holds a Master's in English Studies and an MBA in Business Administration.

Proficient in Business English and leadership instruction, translation, interpretation, and program management. Demonstrates expertise in team development, client relationship cultivation, and implementation of quality benchmarks. Seeking a challenging position where inventive thinking, visionary leadership, and measurable outcomes are valued and contribute to global organizational success.

Skills

- Document Translation & proofreading
- Consecutive & simultaneous Interpretation
- Language & Cultural Facilitation of events
- Event organization & minute taking
- Documentation & document distribution
- Training program development
- Logistical Support during events
- Team Supervision and Management
- Program Leadership & Supervision
- Multicultural communication facilitation
- Cultural sensitivity
- Research & development
- Microsoft Word, Excel, PowerPoint, Publisher)
- Driving license: **A, A1, B, C**

Get in Touch



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Work Experience

KOSYAM JESUIT University of Science (KoJUS) /Language Instructor **April 2023 / Present - Ouagadougou, Burkina Faso**

Program for MBA in Entrepreneurship and Sustainable Development

- Taught Business English skills to 25 Business Managers and entrepreneurs
- Assessed students' Business communication performances that were enhanced by 25%.

CILEF International / Senior Business Operations Manager. **March 2019 / Present - Ouagadougou, Burkina Faso**

- Lead a network of 15 freelance multisector translators & interpreters, fostering a culture of collaboration and improvement, increasing team productivity by 25%.
- Organized training and interpretation equipment' regular maintenance program.
- Implemented rigorous quality control processes resulting in a 25% reduction in translation errors, and a client satisfaction rate of 95%.
- Advised on the use of CAT tools, resulting in a 30% increase in translator efficiency.
- Executed about 100 assignments, monitored processes and revised translated documents for accuracy, consistency, and correctness.
- Provided Certified translation of various legal and administrative documents
- Coordinated the establishment of terminology database, and glossaries to ensure accuracy and consistency in the use of language and terminology
- Expedited growth & performance through marketing & communication, innovation, and Research & Development, which increased clients by 36%.
- Maintained a data base of 25 translators & interpreters, organized their training, and monitored the distribution of translation and interpretation assignments.

Delta Vector USA, LLC / Site Manager **Houston, TX, United States, Texas.**

January 2019 / March 2019 - Burkina Faso

- Remotely conducted field construction operations during the joint multinational military exercise Flintlock 2019 in Africa by providing team and program leadership, administrative assistance, language & cultural support, and logistical support to U.S. Government officials and officials from about 30 guest nations.
- Recruited, trained, deployed 27 laborers to construct and maintain 33 showers and latrines, 8 HVAC tents, water systems, and handle troop dormitories.
- Coordinated field budget (30M XOF), local purchase system, and recruitment of 10 local suppliers of rental, catering, engineering & and construction services.
- Provided daily, weekly, and monthly risks, safety & security briefs/updates.
- Wrote regular reports for construction, maintenance, cleaning/sanitation activities and programs.

Association ABPEC-USA/BF / Leadership Program Volunteer. **December 2016 / November 2017 - Markoye, Burkina Faso**

- Implemented Leadership Programs funded by the US Government in Burkina Faso, impacting about 500 local people in the commune of Markoye.
- Promoted peace, cohesion, religious tolerance, community engagement, leadership, technology, and entrepreneurship decreasing.
- Performed development communication by engaging 80% of community actors, religious & and customary leaders, women, youth, and state representatives.
- Directly empowered over 50 people youth & and women leaders through capacity-building in Technology, leadership, and entrepreneurship.
- Facilitated bilingual communication between the association leaders, the local community, and the US Department of States by the production of program and activities' reports in both French and English.

LANGUAGES

French: Native - Fluent

English: Second Language – Fluent

Dioula: Native – Fluent

Mooré: Average

German: Basics

HONORS & AWARDS

Certificate of Participation, Abidjan, 2017

Yali TechCamp, US Department of State.

Certificate of Appreciation for Interpretation (English-French-English), 2016, 2017, 2021, and 2022. US Department of State. Bureau of Diplomatic Security.

Certificate for translation (English-French), 2022. UNDP Oslo Governance Center under the United Nations online volunteering program.

Certificate for translation (English-French), 2022. UNDP CAR under the United Nations online volunteering program.

Certificates for interpretation (English-French-English). 2021, from the Office of Religious Affairs, US Global Peace Operations Initiative (GPOI), Bureau of Diplomatic Security, ATA.

References

Dr Kagone Samdapawindé Thérèse, Medical virologist, Head of the Burkina Faso National Reference Laboratory for hemorrhagic fevers, Head of the Regional Reference Laboratory for viral hemorrhagic fevers for the 15 ECOWAS member countries, former Technical Director of the Muraz Center, former Focal Point of the G5 Sahel Biosecurity Network for Burkina Faso. Contact: +22670322412
E-mail: therese.kagone@gmail.com / tskagone@gmail.com

Jonathan Ukwuru, Ph.D. Technical Advisor Regional (Chemistry & Manufacturing Control) at Promoting the Quality of Medicines Plus (PQM+) Program. U.S. Pharmacopeial Convention. Federal Pharmaceutical Manufacturing Laboratory. Medical Compound, Yaba, Lagos, Nigeria. Phone: +234 8062892430.
Email: jnu@usp.org

Mariko Scavone, Associate Manager at Bersama International, USA-International consultant.
E: mariko.scavone@gmail.com,
Cell - U.S. +1.210.286.7246

Freelance Language Consulting / Language & Development Consultant January 2010 / Present - Ouagadougou, Burkina Faso

- Translated technical and sensitive documents (about 400,000 words) and developed keys terminologies in various topics.
- Supplied over 10,000 hours of conference interpretation (consecutive and simultaneous) during diverse and sensitive workshops, meetings, and field events for various international NGO, Institutions, and Companies.
- Enhanced the capacities of over 25 young entrepreneurs in business management and leadership.
- Managed the technical and logistic organization of about 30 various international events by facilitating the recruitment of interpreters, rental of venues, cars, interpretation equipment, and catering services.

Targuetba International / Deputy training manager.

February 2018 / June 2018 - Ouagadougou, Burkina Faso.

- Recruited, coached, and deployed a team of 20 language instructors.
- Established program monitoring & evaluation leading to a 25% gap reduction.
- Performed & and monitored field operations, and purchased training equipment hence increasing the company's technical capacity by 50%.
- Analyzed training program data to identify trends and areas for improvement, resulting in a 20% reduction in training completion times.
- Collaborated in assessing partners' training needs, and design practical curricula resulting in a 25% increase in repeat training engagements.
- Organized translation and interpretation assignments with organizations.

Education

Master of Business Administration (M.B.A.)

Unicaf University - Lusaka, ZAMBIA - September 2020 / April 2022

Successfully produced a dissertation on "Operations management challenges in Contemporary organizations".

Master (MA) in English Studies, option Applied Linguistics

University of Ouagadougou – Burkina Faso. March 2015

Maîtrise degree (M.A). English Studies, Option Applied Linguistics. Declared "Master of Arts", English section. *successfully produced and defended a dissertation on "contrastive analysis of languages"*

Certification

- **Save the Children & Cornerstone OnDemand Foundation, 2021**
Passed the course on Personal Safety & Security
- **ALISON Company – www.alison.com, 2020**
Graduated with a Diploma in Project Management
- **ALISON Company – www.alison.com, 2018**
Completed the course on strategic and international human resources management.
- **The US Department of State (DOS), Young African Leaders Initiative «YALI-Learn» www.yali.gov, 2017**
Attended training on subjects including "organizing the community for action", "workforce collaboration and development", "creating and maintaining social enterprises", and "People and resource management strategies".
- **Alison Company – www.alison.com, 2017**
Achieved professional training in supervision and effective communication skills



Achievements as Freelance language consultant

- **Ministry of Health & Public Hygiene in collaboration with CDC Africa/AUO, October 23-26, 2023**
Member of the Interpretation team during the Workshop to develop a national framework for strengthening mortality surveillance in Burkina Faso.
- **Language facilitation Consultant for Excelle Group International, October 16 – 20, 2023**
The lead of the Interpretation team during the Regional AFROPAC-WAAPAC Symposium on Public Financial Management – Topic: "Safeguarding Public Resources through Legislative Oversight".
- **US Department of States, Bureau of Diplomatic Security, September 4 – 15, 2023**
Lead of the Interpretation team during the course on Methods of Entry Mechanical Ballistics.
- **Consulting Translator & Interpreter for Projet BENKADI, Burkina Faso, June 09-13, 2022**
Translator-Interpreter in English-French-English for the BENKADI project - Financial Shared Services Center (FSSC), in favor of the team of the Dutch Foundation Woord en DAAD, Ouagadougou, Burkina Faso.
- **CILEF INTERNATIONAL (Center for Languages, Education, and Training), March 2019 - Present**
Expertly managed and coordinated translation and interpretation assignments across a diverse range of languages including English, French, Spanish, Portuguese, German, Mooré, Dioula, Fulfulde, Gourmanché, and more. Successfully collaborated with over 15 international institutions and non-governmental organizations, as well as 05 local companies spanning multiple sectors such as security, humanitarian work, international development, legal affairs, finance, healthcare, and politics. Established valuable framework contracts with 05 esteemed international organizations based in the United States, Ghana, Canada, and Burkina Faso.
- **Freelance Language & Development Consulting, January 2010 – Present**
Supplied translation and interpretation services in English-French-English / Dioula to various International Institutions and NGOs in Burkina Faso. Provided verified translation services to various civil society Associations
- **United Nations Volunteers Program, July 2021 - Present**
Contributed to the cause of international peace and development through the translation of "Policy Brief" from English to French for the UNDP Oslo Governance Centre (July 2021); and the "Investment Guide" from English to French for the UNDP CAR (Sept-Oct. 2021).
- **United States Global Peace Operations Initiative (GPOI), 01 March – 07 May 2021**
Achieved Outstanding performance as an interpreter during the BADENYA 9 Pre-Deployment Training Sponsored by the United States Global Peace Operations Initiative in Burkina Faso.
- **World Bank Group (WGB) assignment in Burkina Faso, Février 2021**
Conducted semi-structured face-to-face interviews with government officials as part of a joint study conducted by the European Union and the World Bank in collaboration with the Burkina Faso government's National Economic and Social Development Program (PNDES) on the impact of the security crisis on the achievement of development objectives within the framework of the PNDES 2016-2020. Facilitated bilingual exchanges between stakeholders and reporting. Reference: Christopher Ward, +33 6 45 95 42 99/+1 347 829 4683 ; christopherleeward@gmail.com
- **US Department of States, Office of Religious Affairs, February 23-26, 2021**
Offered significant contribution as interpreter to the Burkina Faso and Special Operations Command Africa (SOCAFRICA) Chaplain Basic Training Course in Ouagadougou, Burkina Faso.
- **US Department of States, Bureau of Diplomatic Security, March 18-29, 2019**
Brought significant contribution to the Global Security Training Support Program "Training of the Local Guard Force" as an interpreter at the US Embassy, Burkina Faso.
- **US Department of States, Bureau of Diplomatic Security, December 4-8, 2017**
Brought significant contribution to the SPEAR/QRF Diplomatic Facilities Protection Program as interpreter in Burkina Faso.
- **US DOS, Bureau of Diplomatic Security - ATA, July 18 - September 02, 2016**
Brought significant contribution to the Rural Border Patrol Operations Course as an Interpreter in Burkina Faso.



Experiences and achievements with INGOS

Période	Partenaires	Services & missions	Personnes Contacts
November 2022 – Present	United States Pharmacopeial Convention, US - Promoting the Quality of Medicines Plus (PQM+) Program, BF	Framework contracts for English-French-English interpreting services in Burkina Faso (for the Ministry of Health, various laboratories, and pharmaceutical industries). (Nov 2022-Sept 2023) - (September 2023 - October 2025)	Jonathan Ukwuru, Ph.D. Technical Regional Advisor (Chemistry & Manufacturing Control). Promoting the Quality of Medicines Plus (PQM+) Program. U.S. Pharmacopeial Convention. Federal Pharmaceutical Manufacturing Laboratory. Medical Compound, Yaba, Lagos, Nigeria. Phone: +234 8062892430. E: jnu@usp.org
Feb 2024- Present	Projet SUSTLIVES Burkina Faso/Niger	Consultation: Simultaneous Conference interpretation from English into French and from French into English	Fanta Reine S. TIETIAMBOU , Agroeconomist, Botanist and Phytoecologist, T : 00226 70296949, Email : tietiambou.fanta@gmail.com
From 04 to 07 July 2024	International Federation of Red Cross and Red Crescent Societies (IFRC)	Consultation: Simultaneous Conference interpretation from English into French and from French into English	Mariette Nadège Ouédraogo, REACH Strategic and operational coordinator for Burkina Faso, Country Cluster delegation Niamey (Burkina Faso, Côte d'Ivoire, Mali, Niger). M +226 67308768 / +226 70041984 (WhatsApp). E-mail nadege.ouedraogo@ifrc.org
Sept 2023 - Present	ONG Compassion International, Burkina Faso	Service Provision Contract N° 010/FY24. Translation Services in English, French, Gulmancéma, Fulfulde, Mooré, Dioula	Madame TOE Contact: 76 81 64 84
September 2023-Present	CEFCOD-Center for Study, Training and Consulting in Development, BF	Language consulting. Translation of various technical documents from French into Spanish	BAMA B. Victor, Rural Development Engineer -Managing Director; 11 BP 1726 Ouagadougou, CMS 11 Tél: +226 70250131 / 76800180 / 783 6161 skype: cefco, E : cefcode@yahoo.fr
Sept. 2023 – Present	Consulting firm DOLLEO SAS, Ouagadougou, Burkina Faso	Language consulting: Certified translation of various technical and legal documents from English into French.	OUEDRAOGO Iliacine, Head office Boulevard France-Afrique, Ouagadougou, Burkina Faso. Contact : 55424242 ; E : info@dolleo.com
June 2023 – May 2025	International Bureau for Children's Rights (IBCR), 805 Villerey, Montreal, province of Quebec, H2R 1J4	Framework Contract for English-French-English Translation Services.	Maureen Boutier, Procurement and Logistics Advisor. E: m.boutier@ibcr.org
April 2023 - April 2024	NGO Helen Keller International, Burkina Faso	Framework Contract for English-French-English Translation and Interpretation Services. (April 2023-April 2024)	Zougmore Fofana Maimouna, Procurement Manager – Country office, Burkina Faso ; +226 25360023/ 78753542 ; mafofana@hki.org
July 2022 - Present	NGO World Vision International Burkina Faso	Consulting Translator-Interpreter in English-French-English	François S. S. ZAN, Supply Chain Manager, Mission Burkina Faso. Mobile: +226 70 22 80 89 – 77 77 77 55 (WhatsApp) email: francois_zan@wvi.org
2021 - Present	BERSAMA International LLC, USA.	Consulting Translator-Interpreter in English-French-English	Mariko Scavone , Associate Manager at Bersama International, USA-International consultant. E: mariko.scavone@gmail.com , Cell-U.S. +1.210.286.7246
2022 - Present	NGO DIAKONIA Burkina Faso	Consulting Translator-Interpreter in English-French-English	Idayath Alade , Administrative Assistant, at DIAKONIA Burkina Faso, E: idayath.alade@diakonia.se , Tel: 76841293
2021-Present	Excelle Groupe International, Burkina Faso	Consulting Conference Translator-Interpreter in English-French-English (Muraz Center, GIZ, ECOWAS)	Nassouri Romuald , Managing Director of Excelle Groupe International, T: +226 70848080; E: excelleconsulting.fc@gmail.com
June 2021 – Present	United Nations High Commissioner for Refugees – Burkina Faso	Consulting Conference Translator-Interpreter in English-French-English	Bougma Moussa , Senior Communication and Public Information Assistant at UNHCR, Burkina Faso. E: bougma@unhcr.org / T: +226 62132217
September 2021-Present	International Committee of the Red Cross (ICRC, BF)	Language services provider: English capacity building for 03 sub-offices	M. TANON Stéphane , HR Manager, E : atanon@icr.org / T: +225 07769324
2021-2023 (Present)	Palladium International LLC - USAID CATALYZE Sahel – Finance for Resilience	Framework contract for translation services of various technical and financial documents for the CATALYZE program (2022-2023). Provision of virtual interpretation services during multiple multinational webinars via MS Teams and Zoom.	Dramane SEMDE , Director of Finance and Administration- USAID CATALYZE Sahel – Finance for Resilience. Tel: +226 70254518 /78640050 E: dramane.semde@thepalladiumgroup.com
July 2022- Présent	Catholic Relief Services (CRS), BF	Translation of various documents in English-French-English	Ibrahim SAWADOGO , Procurement Officer Supply chain Country Program; BF_Procur_Team@crs.org
2018-Present	Danish Refugee Council (DRC Burkina Faso)	EFL training - Translation of various documents. Framework contract (2021-2024) for translation and interpreting services	Ouattara Bako Cheik Lamine , Logistic Team Manager, DRC BF – 74823390 - Bako.ouattara@drc.ngo
December 2019-Present	International Rescue Committee (IRC BF)	Consultant Translator-Interpreter English-French-English, Trainer	Evelyne Moussa , Ressources Humaines, IRC ; 76621374 * E : Evelyne.Moussa@rescue.org
June 2019 - Present	Save the Children International (SCI Burkina Faso)	Consulting translator-interpreter English-French-English. Framework contract for translation and interpretation services (2022-2024) in English, French, Dioula, Mooré, Fulfulde, Gulmancéma.	Jean ZOMA, Head of supply chain, E: Jean.Zoma@savethechildren.org
31 May to 1 st June 2021	UNOCHA BF	Consulting Translator-Interpreter English, French, Mooré, Fulfulde	Aristide DA Admin & Finance Officer Burkina Faso; Mob: +226 0720 6313, E-mail: sie.da@un.org

Ouagadougou, this August 20th, 2024

Lara Jérémie SAMA