

# Ahmad Shamooun Nawabi

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## EDUCATION

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### Full-Stack Web Development

Atlas Coding School, Tulsa, Oklahoma

April 2026

- Acquired foundational and advanced front-end/back-end development skills

### Bachelor's Degree – Agriculture Studies

Alberoni University, Afghanistan

2017 - 2021

### High School Diploma

- Emphasis on science-based curriculum

## CERTIFICATION

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- ITOK 40-hour Professional Interpretation & Translation Training
- HIAS Certificate (Trauma-Informed Care & Cultural Competency)
- First Aid, CPR & Administering Emergency Oxygen

## WORK EXPERIENCE

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### Case Worker

Synagogue, Tulsa, OK

2024 – Present

- Interpretation & Translation: Provided comprehensive interpretation and translation services for refugee clients, ensuring culturally sensitive and accurate communication.
- Case Management: Supported refugees with housing, healthcare, and social integration needs, maintaining meticulous records to track client progress.
- Coordination & Compliance: Collaborated with leadership to refine processes, ensuring timely fulfillment of service requests and compliance with organizational standards.

### Part-time Interpreter

YWCA Tulsa, OK

2024 – Present

- Language Access: Delivered on-site interpretation services in medical, legal, and social service settings, bridging communication gaps for non-English speakers.
- Customer Service: Maintained strong relationships with staff and clients; familiar with scheduling, coordinating, and troubleshooting interpretation requests.
- Administrative Support: Updated logs, processed documents, and managed vendor contracts in collaboration with staff.

### Volunteer Interpreter

Khan-O-Hana Foundation, Tulsa, OK

2021 – Present

- Community Outreach: Acted as a liaison for refugee families by offering language support during critical healthcare, educational, and legal appointments.
- Cultural Mediation: Ensured accurate interpretation of complex terminology and sensitive cultural nuances to promote client well-being.

### Soccer Coach

YMCA Tulsa, OK

2024 – Present

- Program Coordination: Organized weekly sessions, scheduling fields and resources for refugee and immigrant youth.
- Team Building: Fostered an inclusive environment, using sports as a tool for community bonding, social inclusion, and cross-cultural understanding.

## KEY SKILLS & QUALIFICATIONS

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- Fluency & Proficiency: Native-level in Dari and English; adept at handling live, telephonic, and written translations.
- 40-Hour Interpretation Training: Certified through ITOK; familiar with national standards and ethical codes for interpreters.
- Customer Service & Program Coordination: Skilled in onboarding new clients, handling inquiries, and negotiating service agreements for interpretation and translation.
- Adult Learning & Training: Experienced in facilitating workshops and training sessions, including hands-on interpreter instruction and cultural competency.
- Attention to Detail & Problem-Solving: Proven ability to handle multiple assignments while maintaining confidentiality and data integrity; adept at proposing solutions to streamline services.
- Technological Proficiency: Google Apps, Microsoft Office (Excel, Word, PowerPoint); comfortable with online request management platforms.
- Advocacy & Mission Alignment: Committed to YWCA's vision of eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity.

## Additional Highlights

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- Medical & social services interpretation experience
- Skilled in contract/client management with collaboration & conflict-resolution skills
- Event coordination for training workshops with team player ability
- US Refugee Congress Member