

Muhammad Razin Ong Abdullah

Brief Description of Work Experience

Years of experience in editorial & translation: 16

Editorial experience: Higher Learning books, Children's books, Encyclopedia.

Translation subjects: Medical, Localization, Web Content, IT Hardware & Software, Engineering, Mobile Telephony, Instructional and Technical documents.

I have wide experience in translating manuals.

1. Proton Wira (Malaysian National Car) (User manual)
2. Safety manual for ships and oil tankers.
3. Mobile phone with camera manual including Nokia and Motorola.
4. Service manuals for various electronic products e.g. scientific calculator, photocopy machine, digital camera etc.

Self Description/Other Relevant Information

Membership: Life member of Persatuan Penterjemah Malaysia.

Contribution: Lecturer for Translation Diploma course for 6 years.

Interest: Reading, Computers, Motorcycles.

Sport: Swimming

Web Page URL : <http://www.mtechtrans.com/>

Detailed Resume

Name:	Muhammad Razin Ong Abdullah
Gender:	Male
Age:	44
Nationality	Malaysian
Country Of Residence:	Malaysia
Marital Status:	Married
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Professional Qualification Editor, Translator, Land Surveyor

Latest Position: Freelance Translator

Language(s) Spoken: Malay, English, Chinese, Thai

Language(s) Written: Malay, English

Skills: Editorial, translation, higher learning books, children's books, automobile, tech. manuals, encyclopedia, web page, web content.

Resume Details

Land Surveyor, 1987-1991

Solely in charge of 21 kms of road and 7 bridges from Asa Jaya to Samarahan, Sarawak. Other projects include New Langkawi Jetty, Malaysia-Thailand Border Survey (UUM), Lembah Beriah (Bukit Merah-Selama) Irrigation, and various projects involving construction, engineering and title surveying.

Full time Translator/Editor, [Dewan Bahasa dan Pustaka](#)

(Institute of Language and Literature, Malaysia) 1991-1997

Exclusively selected as in-house translator to translate Higher Learning Books of Science and Engineering subjects. Job responsibilities as editor include R & D, acquisition and development of book titles and resources, scouting for writers and substantive editors, in charge of book layout, pre-press, printing and publishing of Science and Technology, as well as children's books.

Attended various conferences and courses including FIT Conference in Brighton, UK (1993), Children's Book Illustration Workshop, Kursus Munsyi Dewan, Apple Macintosh Course (OS, PageMaker, Quark Xpress), etc.

Became Life Member of Persatuan Penterjemah Malaysia (No. 720) in 1993.

Managing Editor, DTP Enterprise Sdn Bhd.

[World Book Encyclopedia](#) Translation Project 1997-2000.

Job responsibilities include managing of translators and editors, in-house translation and editing of articles, diagrams and maps, assisted in typesetting and liaised with Chicago office, and indexing of 22 volumes plus one index volume of World Book Translation Project (English into Malay).

Attended on-job assignment in Chicago office to sort and select illustrations and diagrams. Assisted in negotiation of royalty payments.

Web Editor, [Book Online Sdn Bhd](#). 2000-February 2001

Job responsibilities include creating editorial contents of first fully Malay language portal for e-commerce site dealing with Dewan Bahasa dan Pustaka (DBP) books. Site consists of "shop front", and database for books and book-related products such as palm top dictionary, e-kamus (free on-line dictionary), ebooks, chat, forum, and language service

area. Liaised with web programmer and delivery unit. Established business ties with Pos Malaysia COD and Maybank2U.

Freelance Translator, March 2001 - date

Full Time, Professional Translator and Editor. Clients and projects include: Public Bank Berhad, Jerneh Insurance, Citibank Berhad, Cosway (M) Sdn. Bhd., Bowne Global Solution, Lucent Technologies, Dewan Bahasa dan Pustaka and Kementerian Pendidikan (Ministry of Education) Malaysia.

February - April 2002 — Contracted as linguistics and functional tester for Nokia hand held device (Symbian Software), Bowne Global Solution in Madrid, Spain.

February - April 2001 - August 2002. Editor for Kementerian Pendidikan (Ministry of Education) textbook - [Teknologi Kejuruteraan Tingkatan 4 \(Engineering Technology Form 4\)](#).

11-20 December 2002. Language analyst and tester for telephony voice prompt product in Bangalore, India.

January 2003- August 2003 — Writer for Kementerian Pendidikan (Ministry of Education) text book -Teknologi Kejuruteraan Tingkatan 5 (Engineering Technology Form 5).

July-August 2004. On site Language & Culture Consultant Of Basic Malay For Expatriates in Florida, USA.

2005 - 2006.

- Coordinated and translated a book entitled "Mechatronics"
- Translation of "Guidelines for Amateur Radio Service" and "Annual Report 2005" for the Malaysian Communications and Multimedia Commission.
- Intel Corporation internal documents
- Interpreter for European Commission Trade investigation.
- Translation and Updating of Malaysian EPF system.

2007 - Present.

- Translation of Malaysian Central Bank documents.
- Translation of Manuals – Sony, Minolta, etc.
- Translation of medical related documents for Janssen-Cilag (Johnson & Johnson), Merck, Sharpe and Dohme, MediTech Media, etc.
- Translation of various MSDS for Agfa, Huntsman, etc.
- Interpreter for U.S. Coast Guard Trainings.

Academic Background

Period	School/College/University	Qualification
Jun 1989 - Jan 1990	Persatuan Penterjemah Malaysia-DBP	Diploma in Translation
Jan 1982 - Jan 1987	Universiti Teknologi Malaysia	B.Sc. (Honors) Land Surveying
Jan 1980 - Dec 1981	Sekolah Menengah Teknik (Technical Institute) Melaka	SPM (O Level - First Grade)

References:

Saadah Abdullah, Honorary Secretary
Malaysian Translators' Association.
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50926 Kuala Lumpur, Malaysia.
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