

# NIYI CONCEPT

## Multilingual English into German and Dutch Translator

 niyiconcept69@gmail.com

 Messedamm 62

### Attention to Detail

Reduced grammatical errors by 100% through implementation of rigorous proofreading.

### Communication

Successfully managed communication with German clients, resulting in an increase in client satisfaction by 25%.

### Project Management

Completed multiple translation projects on time and in accordance with client specifications resulting in a 95% satisfaction rate.

## SKILLS

#### Language Proficiency

English, German and, Dutch

#### Translation Types

Legal, Technical, Literary, Business

#### Translation Tools

SDL Trados, MemoQ, Wordfast

#### Additional Skills

Proofreading, Editing, Localization

## ACHIEVEMENT

### Launching a translation management system

Successfully launched the translation management system at companynameX resulting in the decrease of project completion time by 20%.

### Creating a glossary system of complex medical terms

Created and maintained a glossary system for complex medical terms, resulting in a 40% reduction in translation in translation time.

## EDUCATION

### MA in Translation Studies

Heidelberg University

### BSE in Linguistic

SOAS University of London London, UK

## SUMMARY

Multilingual Translator with extensive experience in English, German, and Dutch. Expert in delivering precise and culturally nuanced translations across diverse fields, including legal, technical, and literary domains. Adept in leveraging advanced translation tools to ensure accuracy and consistency. Demonstrates a commitment to excellence, with a proven track record of exceeding client expectations and contributing to successful communication in multilingual contexts.

## EXPERIENCE

### Multilingual Translator and Localization Expert

#### LinguaPro Solutions

2018 – 2024

- Collaborated closely with project managers to successfully complete multiple large-scale translation projects, ensuring seamless communication and top-notch results.
- Translated over 60,000 words of critical documents, including legal contracts, technical manuals, and marketing materials, delivering precise and culturally accurate translations.
- Managed numerous translation projects concurrently, consistently meeting tight deadlines while maintaining the highest standards of quality and client satisfaction.
- Developed and maintained a comprehensive glossary of technical terms and industry-specific jargon, ensuring consistency and accuracy across all translations.
- Leveraged advanced CAT tools like SDL Trados and MemoQ to enhance translation efficiency and maintain consistency across large and complex projects.
- Played a key role in localizing websites and software applications for diverse international markets, significantly boosting user engagement and satisfaction.
- Edited and proofread translations with meticulous attention to detail, achieving a flawless record of 100% client satisfaction.
- Provided expert cultural consulting, ensuring that all translations were contextually appropriate and perfectly aligned with regional customs and preferences.
- Committed to continuous professional development by attending industry workshops and seminars, staying ahead of trends and advancements in the translation field.
- Developed and implemented robust quality control processes, resulting in a remarkable 90% reduction in errors and revisions across all projects.
- Delivered live translation and interpretation services for high-stakes business meetings and international conferences, facilitating clear and effective communication between participants.
- Prepared detailed reports on project progress and outcomes, offering clients valuable insights into the translation process and delivering transparency in results.
- Built and nurtured strong client relationships, leading to repeat business, glowing referrals, and long-term partnerships.
- Trained and mentored junior translators, sharing best practices and providing expert guidance on navigating complex translation challenges.
- Conducted in-depth market research to understand regional trends and cultural nuances, ensuring that all translated content resonated with target audiences and met their needs.

## Translation Specialist

2023 – 2024

### Global Language Solutions

- Directed the translation and localization of a flagship software product, facilitating its launch in German and Dutch markets and significantly increasing user adoption by 40%.
- Developed and implemented innovative localization strategies for marketing campaigns, resulting in a 50% boost in brand engagement across German and Dutch-speaking regions.
- Worked closely with project managers to define project scope, timelines, and deliverables, ensuring alignment with client expectations.
- Established a robust client feedback mechanism that improved translation quality and client satisfaction, leading to a 30% increase in repeat business and referrals.
- Introduced a new translation management system that streamlined project workflows and reduced turnaround time by 25%, enhancing overall team efficiency and productivity.
- Conducted in-depth quality assurance reviews, identifying and correcting errors that improved translation accuracy by 20%, ensuring high client standards were consistently met.
- Collaborated with cross-functional teams including developers, marketers, and product managers to deliver cohesive and culturally relevant translations for complex projects.
- Designed and delivered training sessions for junior translators and new hires, boosting team competency and adherence to best practices, which improved project delivery quality.
- Acted as the primary point of contact for high-profile clients, managing expectations and providing tailored translation solutions that enhanced client relationships and trust.
- Created and maintained comprehensive glossaries of industry-specific terminology, ensuring consistent and accurate translations across all projects.
- Provided expert cultural consulting to adapt content to local customs and preferences, increasing market penetration and user engagement in diverse regions.
- Integrated advanced translation technologies and tools, such as CAT tools and translation memory systems, leading to a 15% increase in translation efficiency.
- Conducted extensive market research to understand regional trends and language nuances, contributing to more targeted and effective translation strategies.
- Revised and updated existing translation processes and documentation, enhancing clarity and reducing ambiguity in translated materials.
- Delivered compelling presentations on translation project outcomes and strategies to senior management, influencing key decisions and securing additional project funding.
- Successfully managed and completed a high-profile translation project that won industry recognition for excellence in localization and cultural adaptation.

## Senior Translator – Dutch to German

Linguistic Precision Solutions Ltd.

2019 – 2023

- Successfully managed the translation of complex legal and technical documents from Dutch to German, ensuring precision and adherence to legal standards for a major international law firm.
- Led the translation and localization of extensive marketing materials for a leading consumer goods company, resulting in a 35% increase in market penetration and brand recognition in German-speaking markets.
- Developed a proprietary Dutch-to-German translation style guide and glossary, which improved translation consistency and quality, reducing client revisions by 25%.
- Implemented new workflow processes and tools, including advanced CAT tools and translation memory systems, enhancing efficiency and reducing project turnaround time by 20%.
- Collaborated closely with clients to tailor translation services to their specific needs, delivering culturally nuanced translations that exceeded client expectations and secured repeat business.
- Conducted rigorous quality assurance checks and proofreading, ensuring that translations met the highest standards of accuracy and fluency, resulting in a 40% reduction in error rates.
- Provided expert consultation on cultural adaptation and localization, facilitating successful product launches and marketing campaigns in German-speaking regions.
- Mentored junior translators in Dutch-to-German translation techniques and best practices, fostering a collaborative environment and improving overall team performance.
- Translated and adapted technical manuals and product specifications, ensuring technical accuracy and usability for a major technology firm's German market.
- Oversaw multiple translation projects simultaneously, coordinating with clients and internal teams to ensure timely delivery and alignment with project requirements.
- Utilized market research and linguistic insights to adapt translations for regional differences, enhancing relevance and effectiveness in target German-speaking audiences.
- Developed and integrated a client feedback system that improved translation quality and client satisfaction, leading to a 30% increase in positive client reviews.
- Presented translation project results and strategies to senior stakeholders, demonstrating the impact of linguistic adaptations on business outcomes.
- Contributed to a project that received an industry award for excellence in translation and localization, recognizing outstanding achievement in Dutch-to-German language services.
- Pioneered the use of innovative translation technologies and methodologies, setting new benchmarks for efficiency and accuracy within the company.

## Senior Translator and Localization Special

2019– 2023

### GlobalTrans Solutions GmbH

- Led a specialized team of translators, delivering precise and culturally attuned English-to-German translations for Fortune 500 companies, with a focus on legal, technical, and marketing documents.
- Spearheaded the localization of a global e-commerce platform for the German market, driving a 30% increase in user engagement and significantly boosting conversion rates.
- Managed the translation and localization of over 100,000 words of technical documentation for a leading German automotive manufacturer, ensuring industry-specific terminology was consistently applied.
- Collaborated closely with product development teams to translate and localize software interfaces and user guides, enhancing usability and customer satisfaction for German-speaking users.
- Developed and implemented a rigorous quality assurance process that reduced translation errors by 25%, improving client satisfaction and streamlining project workflows.
- Provided expert on-site interpretation services during high-stakes business negotiations between English-speaking executives and German clients, ensuring clear and effective communication.
- Played a key role in expanding GlobalTrans Solutions GmbH's presence in the German market, contributing to a 20% increase in revenue through top-tier translation services.
- Created and maintained a comprehensive terminology database for legal and technical translations, becoming a crucial resource for maintaining consistency and accuracy in all projects.
- Led workshops and mentoring sessions for junior translators, sharing best practices in English-to-German translation and the effective use of CAT tools like SDL Trados and MemoQ.
- Coordinated with cross-functional teams to ensure the timely delivery of translation projects, consistently meeting tight deadlines without compromising on quality.
- Conducted cultural audits and provided consulting for German clients entering English-speaking markets, offering language strategies that enhanced brand perception and communication.
- Provided ongoing linguistic support for multinational product launches, translating marketing campaigns and press releases that resonated deeply with German audiences.
- Played a pivotal role in securing long-term contracts with major German corporations, leveraging a deep understanding of both language and industry-specific requirements.
- Translated complex legal and financial documents for mergers and acquisitions involving German companies, ensuring precise, legally sound communication.
- Built and maintained strong client relationships, resulting in repeat business and a high client retention rate.

## Language

English

German

Dutch