



JIHAN ANGGRAINI

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PROFESSIONAL SUMMARY

Detailed English Translator offering 5-year background in converting conversations, recordings, and documents from Indonesian to English and from English to Indonesian. Expertise in reviewing and proofreading mother-tongue text. Proficient in various translation software such as Smartcat and Memsource paired with first-rate time management and organizational abilities. Frequent volunteer on various volunteering platforms, such as TED Translators, Global Translators Community on Coursera, and Translators Without Borders.

SKILLS

- Classroom management
- English as a Second Language
- English to Indonesian translation
- Indonesian to English translation
- Smartcat
- Memsource

EXPERIENCE

Translator June 2022 - Current
Translators Without Borders | Global

- Translated humanitarian documents, such as manual books and training modules, for research departments and world organizations, supporting data collection and reporting.
- Used translation software (Memsource) to verify complex terms and expedite communication process.
- Reviewed news and current events in international publications, translating relevant information for leaders.

Subtitle Translator June 2022 - Current
TED Translators | Global, Global

- Translated original captions from TED videos to target language using standardized grammar, punctuation, and phrases.
- Synced subtitle on screen using CaptionHub to match the speaker's voice and follow rules in subtitling.
- Consulted specialized dictionaries, thesauruses and reference books to identify closest equivalents for nuanced terminology, words and phrases.

Translator June 2022 - Current
GTC At Coursera | Global, Global

- Translated original captions on videos and modules for customers to help them understanding the purchased courses.
- Used Smartling to verify complex terms and expedite communication process.

- Reviewed final work to spot and correct errors in punctuation, grammar and translation.

English Translator

August 2016 - Current

Self-employed | Banjarmasin, Indonesia

- Translated various documents, recordings, and videos containing different topics, such as medical journals, educational journals, some chapters in a book, and flyers.
- Achieved accurate translations by using reference materials like dictionaries and digital terminology resources.
- Maintained original content, context and style of messages wherever possible.

English Tutor

August 2016 - Current

LB LIA Banjarmasin | Banjarmasin, Indonesia

- Tutored students to develop deeper comprehension of English course materials and better understanding of assignments to improve academic success.
- Prepared students for English language standardized testing by providing strategies to overcome test anxiety and enhance academic capabilities.
- Created tailored lesson plans and study guides to teach and assist students in area of study.

EDUCATION

Bachelor of Arts For Teaching - English Teacher Training Program

August 2017

Lambung Mangkurat University, Banjarmasin, Indonesia