**M. ASAD HUSSAIN**

***Paypal accepted.***

***Freelance Translator/Editor for English to Urdu and vice versa since 1996***

***Services: Translation, Editing, Proofreading, QM, Validation, Transcription***

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| **Education**  Master degree in Urdu  Master degree in English  Pursuing PhD.  Advanced Dip. in Mass Media  **ComputerSkills**  Dip. in Computer Applications  Dip. in Computer Hardware  **Softwares*:*** MS. OFFICE (MS Word | MS. Publisher | MS. Excel | MS. Power Point) | InPage 2.4 | Corel DRAW | Adobe Illustrator | Adobe Acrobat.  **OS:** Windows  **CAT Tools:** WordFast PRO | SDL Trados Studio 2015 | XTM | Idiom | Translation Workspace | Xellif Editor | CPB Tool  Working with **Unicode fonts**  **Key Skills:** Translation | Editing/Proofreading | QM | Validation | Transcription | Subtitling | Website localization | Software localization | Post-editing | Transcription.  **Fields:** Telecommunication | Computer | Mobile Phones | Games | Electronics | Website Translation | Education & Academics | Educational records/documents | Flyers| Life Sciences & General Health | Immigration documents | Informed Consents | Medicine | Market Research | Contracts | Manuals | Employee Manuals | User Guides | Brochures | Certificates | Letters, Emails | Contracts and agreements | Corporate letters | News Letters | Software | Legal Documentation | Surveys | Linguistic Validation | Quality Management | Arts | Social texts and anything and everything.  **Language** **Known:**  **Native:** Urdu with computing | English | Knowing Hindi very well.  **Basic:** Having some knowledge of Persian and Arabic as well.  **Published** **Work**  Nai Dunya | Daily Awam | Aalami Rishta | Rashtarya Sahara | Saz-e-Deccan | Andhra Panch | Urdunet.com | Milli Itehad and many other leading newspapers and magazines etc. | **Domains worked on:**   |  |  | | --- | --- | | DOMAINS | SUB-DOMAINS | | **Life sciences & General Health** | ICF | ICD | Study/Research Docs| Health sciences | Medical devices|  Environmental science| Cardiology| Pharmaceuticals| Instruments. | | **Medical** | Informative leaflets on | TB | Heart Disease | Arthritis | STDs | Liver cancer and disease | Psychiatric care | Women’s Health | Dental Surgery | Cancer treatment | Hearing Aids and other medical devices | | **Education and Academics** | Information leaflets | Handbooks | Courses | Dictionaries | Official Correspondence | Testimonials | Rules and Regulations. | | **IT General** | User manuals |Websites  Human resource | Conversation |EULA | | **Marketing** | Advertisement | Product promotion | Survey | Research Questionnaires. | | **Legal** | Witness Statements | Company Privacy Policy | Employment law | Law and justice | Licensing | Court Proceedings | Child protection cases | Immigration | Criminal laws | Court proceeding | Child Care Proceedings | Social work assessments/reports | | **Mobile Phones** | **Software** |  **Computers** | User Manuals | Product Manuals | Brochures | License agreements | Privacy Policies | Mobile contents | | **Google** |  **Windows Live** |  **Opera** |  **Yahoo!** | Gmail | Google Chrome | Google Plus | You tube | Google Talk | Google Plus Mobile | Gmail | Blogger | Google Docs | Google Mobile | Yahoo! | Opera | WinLive | Avery Dennison social network site |   **Work Experience:**  Freelance translator since 1996  Nai Dunya Urdu Weekly | New Delhi | as Sub Editor/Translator from 1997 to 2004  The Daily Awam, Delhi, 1994 to 1996 | Correspondent/Editor  Oct. 1998 to June 2001 | Aalami Rishta, Asst. Editor, (Part time) |

**Important Jobs done:-**

**Some jobs that I have executed***(Jobs include are More than 5000 words)*.

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| ***construction site: Health & Safety at work places*** | | |
| * Murray & Roberts: A guide to Risk Management - Murray & Roberts Rev.00 - July 2015 * Labor Strike Management: Review of International Standards, Mexico, China, Pakistan and India * Health and Safety at Work: *Prevention Starts Here* – An Employer Guide to Worker Health and Safety Awareness * WHMIS training and material safety * Workplace Hazardous Materials Information System (WHMIS): A Guide to the Legislation * SIEMENS : SITE SAFETY INDUCTION MANUAL * A Guide to Home Improvement in NYC * Yüksel : Safety Golden Rules | | * Kemya Saudi Elastomers Project * SHELL , Johnson Controls: LIFE SAVING RULES, Working at Heights * Zakum Development Company : ZADCO’S GOLDEN RULES OF SAFETY * CB&I (Chicago Bridge & Iron Company) Health, Safety & Environmental Employee Handbook * L&T: Quality, Health, Safety & Environment, 0 incident credo, Employee Engagement, Corporate Environment Health & Safety (EHS) Policy * Braka Nuclear Power Plant Project: Health and Safety Handbook |
| ***Web translation*** | | |
| **⏩ Google web site translation into Urdu above 27 Lac words (Continuing)**  **⏩ Games & Video Games subtitles** | | |
| ***Software, Computers, Mobile Phones*** | | |
| * Huawei Phone, Tablet (more than 1,00,000 words) * Alkatel Phone ( more than 25,000 words) * Samsung Gear * Samsung Mobile and all other products * Clinphone products * LG Mobile Communication's (Manual) * Lenevo Phones and Computers * Motorola Manual (More than 22000 word) * Motorola phone * Mobily KSA * Windows Live 1,60,000 words | | * Microsoft Office 2013 user manual * Privacy and other policies, Nokia * Virgin Mobile UK * Vodafone * **Microsoft** (Windows XP, Home Edition, Starter Edition License Agreements) * Lyca Mobile products * MS Outlook user manual * Nokia (23000 words) * Nokia Care |
| ***Education and Academics*** | | |
| * Chicago Public Schools * NYC DoE/BoE, USA (more than 500,000 words) * Department of Education State of Maryland , USA (120000) * School District of Philadelphia * Department of Education Brochures (0-11 yrs) UK (13000 words) * Louisiana Department of Education (43000) | * Department of Education, Hong Kong (37000 words) * Department of Education Magnet School’s (High School and Middle School) USA (26000 words) * Course of Elementary Mathematics * Oxford Picture Dictionary, (Review 20,000 words) * Alpha (A 60,000 word elementary Mathematics Book.) * Math's Glossary 48,000 words * Collins Cobuild Pocket English-English-Urdu Dictionary | |
| ***Life Science and General Health (FT & BT)*** | | |
| * Alexion Pharma International Sàrl * Janssen Research & Development LLC * [GenZum Life Sciences LLC](http://www.manta.com/c/mrn5tn3/genzum-life-sciences-llc) * Kendle India Pvt. Ltd. * Actavis Deutschland GmbH & Co. KG * Anthera Pharmaceuticals, Inc, Hayward, CA, USA * Merck & Co., Inc * Pfizer Pharmaceuticals * Schering-Plough Research Institute, a division of Schering Corporation * Mylan Pharmaceuticals, Inc. * Zumanta Pharmaceuticals * Nektar Therapeutics * Biogen Idec, 20,000 words * British liver trust (liver cancer) 7000 words * Boston Scientific Corporation * Cedilla Pharmaceuticals Pvt. Ltd * QED Pharmaceutical Services * Tillotts Pharma AG, Switzerland * Actavis Mid-Atlantic LLC * Targacept, Inc. * Actavis Group PTC ehf., Iceland * GlaxoSmithKline Pharmaceutical * Piramal Life Sciences Limited * Bayer HealthCare (Bayer Schering Pharma) * MacroGenics, Inc. * Daiichi Sankyo Pharma Development * Novartis Pharma Services AG * Reliance Life Sciences, ICD * Kythera Biopharmaceuticals, Inc. ICD * Shire Pharmaceutical Development, Ltd * Juvantia Pharma Ltd ICD, ICF | | * Dept of Health & Human Services, USA, Women's Health leaflets * Arthritis booklet (types, symptoms, treatment) 11500 words * Ferring Pharmaceuticals A/S ICF, ICD, (8000 words) * Ranbaxy Laboratories (approx 80,000 words) * BioControl Medical BCM Ltd * Bristol-Myers Squibb (Study of Abetacept, 13000 words) * Sanofi Avantis, Medical Journal (38000 words) **Regular** * NHS UK.(Changing PPI Forums to LINks) more then 100,000 words (Regular) * NHS Health Scotland (leaflets 12,OOO words) * NHS UK health leaflets * British liver trust (liver cancer) 7000 words * Central & North West London Mental Health NHS trust Pharmacy Department (Products, usage, and effect information leaflet approx 68000 words). * **NHS** trusts leaflets, broachers, Guides * Hong Kong Department of Health, * Pentamidine drug Co. U.K * Health Care Commission UK * AstraZeneca Pharmaceuticals * Biopolar Discard USA * Leaflet about psychiatric care (Psy. & Social Adm. Dept, Copenhagen (9000) word * Local Health Boards, NHS trust * British Heart Foundation & Diabetes UK (Approx 14,000 word Project) * Redbridge Primary Care Trust * NEESTAC, England * Incyte Corporation (15,000 word) * Bausch & Lomb Inc. |
| **MARKET RESEARCH** | | |
| * Gallup market research Questionnaires for Pfizer, Weyth, 16000 words, Wave Surveys * International Field and Tab, market research company * Movis online conferencing services, Website translation (43000 words) * CLC Genesee (Survey) | | * Gallup research Questionnaires for lifestyle, media using, political views, public opinion surveys 32000 words approximately * Denison Organizational Culture Survey (DOCS) * Grant Thornton International Business Report (An international survey of industries). |
| **⏩ IMMIGRATION, CRIMINAL LAWS, COURT PROCEEDING, CHILD CARE PROCEEDINGS**   * Different documents of court proceedings, Statements of witness, Social work assessments/reports | | |
| **MISCELLANEOUS** | | |
| * Philip Morris International (Code of Conduct) * Peel Health, Guide to Food Handlers 28000 words * CocaCola Employee Guide * Commonwealth of Pennsylvania court documents. * Immigration documents related to Home Office. * Translation of Legal proceeding minutes, Child care assessments, and other legal documents. * Coca-Cola Company, Code of business Conduct * The Procter & Gamble Company (Worldwide Business Conduct Manual) * Parent partnership Service, Liverpool * Equal Opportunities Commission, Rules & Regulations For companies/Employer [HKG] (38000 words) * COMMONWEALTH OF PENNSYLVANIA DEPARTMENT OF PUBLIC WELFARE * CAFCASS documents * Grant Thornton, International Business Report 2011 * Handbook, Q & A, FAQ's Baltimore county PS , 19000 words * Petroleum Refining project (60,000 words) * Google (more then 2.5 lac words, Regular) * Save the Children Project, Sweden * Cats Protection, (National Cat Centre UK) * Handbook, Q & A, FAQ's Baltimore county PS , 19000 words * Standard Chartered Bank (7500 words) * National Human rights committee, Doha * Immigration Advice & Rights Center Inc. * OAKINGTON IMMIGRATION RECEPTION CENTRE * National Employment Law Project * Places For People, UK (Housing Services) 35,000 words * Sure Start Guide for Parents UK, 15000 words * Guide Dogs (12000 words) * Rushcliffe Homes Housing Society 21,000 words * Repiscan Guard Mobile Maintenance Manual (42,000 words) * WSPA (World Society for Protection of Animals) leaflets (20000 words) * Department for Work & Pensions UK (Approx 9,000 word Project) * Sure Start Services (Approx 15,000 word Project) * Department of Social Services Virginia (Approx 65,000 word Project) * Warden's Housing leaflets | | * Care Commission, Glasgow * Home Care Service Cardiff * Oxford shire County Council * Agriculture: Live stokes, Crop etc * West Dorset Housing Partnership * New Prospect Housing Association, Salford * New York City Health & Hospitals Corporation * Hertfordshire County Council * Scottish Public Service Ombudsman Leaflet * Newport Local Health Board * Welsh Assembly Govt. Health project leaflets * National Labor Relation Board, Govt. of United States * Aylesbury Vale District Tenants Panel, England * Care commission, Scotland leaflets, broachers * Leaflets of Public Guardianship Office UK * New York City Department of Education. * Carrerswales Education Department * Western Union Money Transfer * Tividale Community Centre, Tividale, Sacred Heart School, Tividale, Victoria Infant School Tipton * Lancaster University Brochures etc. * Baltimore County Department of Education U.S.A * St. Mary’s County Public Schools, Madrid * Multilateral Development Bank Ltd. E.U * World Bank, 1818, H.Street Washington D.C * Camden NHS Primary Care Trust. USA * CJS Homicide Department UK * Harm reduction Methadone US * Johns Hopkins Hospital’s Literature * Howard County Hospital * GHA Ltd, Glassov UK * Eastern Mediterranean University (EMU)-Gazimagusa, Turky * Bedford Borough Council * Wales & West Housing Association * Bankruptcy and Ombudsman Services, US * Cardone US * Harvard University * E. Leicestershire PCT * Rosebery Housing Association leaflets |