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**A.R.M RAFI**

**Translator/ Proofreader**

 ***Translation (English/ Tamil/ Sinhalese)… Eager to learn new Languages …Trilingual Fluency: Hello-****ආයුවෝවන්-வணக்கம்*

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**Profile**

**Professional-level English to Tamil** and **Tamil to English Translator cum Proofreader** and **Advanced-level Sinhala to Tamil** and **Sinhala to English Translator cum Proofreader** with 7 years of experience;Native Speakerof Tamil and Sinhalese with the higher proficiency in English.Enthusiastic and creative Translator/ Proofreader in said Language pairs with the typing speed of 3000 – 5000 words per day for the negotiable rate of 0.014 USD (2.50 LKR) per word or 3.25 USD (600 LKR) per page. SkilledinMS Office, Photoshop, CAT translation software, Email, web search, Android and Windows operating system; Fair knowledge in Hindi, Malayalam, Telugu and Kannada Languages.

**Education**

* BA (General Degree) in Psychology, Philosophy and Sociology (English Medium), University of Peradeniya, Sri Lanka, 2007
* Certificates for Advanced English, Information Technology and Second Language Sinhalese | University of Peradeniya, Sri Lanka | 2007

**Experience**

*Central Provincial Public Service, Sri Lanka 2013 to 2015 & 2017 to Present*

**Translator (Tamil/English)**

* Recruited to help translating various documents in between Tamil and English; also do ***Sinhala/ Tamil*** Translations in addition to ***Tamil/ English*** Translations.

*Central Provincial Teachers’ Service, Sri Lanka 2015 to 2017*

**Graduate Teacher for primary Subjects**

* Recruited to teach primary subjects including mathematics, English and Tamil for primary students; also thought English for intermediate and upper level students; Assumed additional responsibilities such as arranging school trips, sport meet and competitions.

**Freelance Work**

* Provided English to Tamil and Sinhala to Tamil freelance Translation services to small businesses, Banks, Advertising companies and Government sponsored projects (2013 to present).

**Skills, Competencies & Hobbies**

* Technical skills in MS Office, Photoshop, CAT translation software, Email, web search, android and Windows operating system.
* Working skill with Unicode and none-Unicode English, Tamil and Sinhalese fonts with the typing speed of 3000 – 5000 words per day
* Native speaker of Tamil, Second Native speaker of Sinhalese and very fluent in English
* Fair knowledge in Hindi, Malayalam, Telugu and Kannada Languages
* Meditation, Yoga, Counseling, Dancing, Public Speech (psychology) and Running Long Distance