

SHAKIR AZEEM C B

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Professional Translator ENG ⇄ TAM

✚ Translation - FT/BT text/ VO	✚ Review/ Proofreading / Monolingual Editing
✚ Transcription	✚ Subtitling
✚ Voice over / audition	✚ Language course editing
✚ Translator Testing	✚ Translator training
✚ Interpreting	✚ Telephone interpreting

Service Terms

• Volume	2000/Day	• Translation Rates	USD 0.04*
• Availability	7 AM – 11 PM IST	• Editing Rates	USD 0.02*
• Working Days	Mon - Sat	• Hourly Rate	USD 12.00*

* Rates vary subject to complexity level of content and/or additional procedures

Domains of Expertise (14 yrs)

❖ Automobile – Manufacturing, Assembly	❖ Automobile – Newsletters, Magazines
❖ Business – Agreements, Policy statements, Terms & Conditions	❖ Business – Employee training, Internal Circulars, Taxation
❖ Banking/Insurance - Claim forms, Policy statements	❖ Banking/Insurance - Policy scheme, Products & services
❖ Education – Textbooks/ Multimedia presentation of Science, Math, Social sciences, Economics,	❖ Education – Technical training courses (Electronics, paramedical, tailoring...)
❖ Health – Clinical trial, Medical devices, Pharmaceuticals	❖ Health – Awareness, Education, Healthcare personnel training courses
❖ Humanities – History, Sociology	❖ Humanities – Linguistics, Literature
❖ Industrial – Company communication, Logistics,	❖ Industrial – Personnel training, Safety, Services
❖ IT – Device localization, Website/portal localization	❖ IT – Products & Services marketing, Web content (Social media, Google Services, etc.)
❖ Legal – Case documents (Charge sheets, FIR, Witness statements, etc.)	❖ Legal – Agreements, Certificates, Passport/visa/immigration documents, Revenue/ Deeds
❖ Marketing – Advertising, Market research, Vendor instructing	❖ Marketing – Product brochures, Product Information leaflets
❖ Media – Articles, Cover stories, Editorial, News	❖ Media – Film, Opinion polls, surveys

Education & Professional Qualifications

M.A. Linguistics - Structure of Modern Tamil Annamalai University	2008 Chidambaram, TN
Post Graduate Diploma in Translation Studies ITS, Bangalore	2008 Bangalore, KA
Graded Certificate in Linguistics Virtual Linguistics Campus (Online), University of Marburg	2020 Germany
Post Graduate Diploma in Natural Language Processing Annamalai University	2019 Chidambaram, TN
Diploma in Basic Urdu/Functional Arabic, Persian NCPUL, HR Ministry, India	2010/2019 Chennai, Bangalore
Bachelor of Engineering: Electronics & Communication University of Madras	1998 Madras, TN
Certification in SDL Trados (2019) SDL/RWS	2021 Online
Certificate in Clinical Trial Documents Translation Proz.com	2013 Online

Summary of Domain-wise Experience

Edutainment Translation

Roles & Responsibilities:

- Translation, Adaptation & Review
- 10+ years in the education and entertainment content

Content (Sub-domains & document types):

- Entertainment
 - Serials and short films subtitling
 - Educational videos subtitling
- K-12
 - Children's literature including comic texts
 - Text books for creative learning and multimedia content
- Teachers' training
 - Skill enhancement materials, instruction guides
- Vocational training
 - Course materials for technical training in Construction, Electronics, Fashion designing, Jewellery, Paramedical, Textiles, etc.

Legal Translation

Roles & Responsibilities:

- Translation, Adaptation & Review, QA/Validation, Translator testing
- 10+ years in the domain includes catering to more than 20 clients in business & industry and legal agencies

Content (Sub-domains & document types):

- Administration
 - Legal Letters, NOC, Public Notice
- Business/Company Law
 - Warranty cards, Terms & conditions, Privacy Policies, Disclaimers
 - Agreements & Contracts, Statements, Press notice, Reports, Declarations, Settlements
 - Code of conduct/Ethics, Company Policies
- Documentation
 - Certificates, visa & other immigration documents
- Litigation
 - Court papers, FIR and petitions

Life Science/Medical Translation

Roles & Responsibilities:

- Translation, Adaptation & Review, QA/Validation, Translator testing and training
- 10+ years of experience
- Catering to nearly 100 healthcare, pharmaceutical, medical insurance companies and governmental/NGOs.
- **Prominent companies** include Abbot, Apollo Munich, Apotex, Ecron AcuNova, CliniSearch, IFFCO Tokio, Johnson & Johnson, GlaxoSmithkline, Glenmark, Magna, Mylan, Novartis, Novo Nordisk, Parexel, PharmaOlam, Sanofi Pasteur, Scientimed, Syngene, Watson Pharma, Zydex, etc.

Content (Summary):

Medical conditions related to trials and products range from arthritis, bone and joints, blood disorders including haemophilia, cancers, dental care, diabetes, diabetic complications, gastroenteritis, maternity care, ophthalmic including laser and corrective surgeries for cataracts, glaucoma, pulmonary and cardiovascular conditions, renal and hepatic conditions, skin and hair care, spinal ailments, spondylitis, besides scores of other topical, systemic and organ-related conditions.

The content also spanned across a **wide spectrum of** capsules, injectables, implants, medical devices, medications, ointments, patches, rating scales, surgical therapies, tablets, treatment methods, survey questionnaires and other **products as well as healthcare solutions**.

Content (Sub-domains & document types):

- Biomedical devices
 - User manuals
- Clinical Trial
 - Consent forms
 - Questionnaires
 - Subject diaries
- Company newsletters
 - Newsletters for company stake holders, trial participants
- Course materials for HCP
 - Journal articles
 - Training manuals, videos
- Health awareness and education
 - Education manuals, materials, Questionnaires
 - Health camp adverts
 - Posters, brochures, leaflets, booklets for health awareness
- Medical and Cattle Insurance
 - UI strings for apps
- Medico marketing
 - Product Information Leaflets
 - TV, multimedia commercials for health awareness
 - Veterinary products

Localization and E-Commerce Translation

Roles & Responsibilities:

- Translation, Adaptation, Review, Quality checks/Validation, Arbitration
- 7+ years – Google translator, Google reviewer, App, Device & Website localization (IT)
- VistaTec (Ireland), Lionbridge Technologies, Amazon, Flipkart, Farmily, Huawei, LG, Uber Eats, Tally, etc.

Content:

- Help, Legal, Marketing and UI for various Google products and services
- Mobile phones (LG, Huawei, others), other devices (biometric, interfaces)
- Portals, e-commerce/e-shopping websites
- Numerous apps including e-commerce, health & insurance apps

Marketing and Industrial Translation

Roles & Responsibilities:

- 12+ years of experience
- Translation, Transcreation & Review
- Asian Paints, Buhler, Ford, Hogarth, John Deere, Kantar, Mahindra, Royal Enfield, SBI, Syngenta, etc.

Content:

- Automotive
 - Newsletters, PRO and publications for stakeholders
 - Product Catalogues, User guides – documents/multimedia
 - Sales and Service manpower training – documents/multimedia
- Agriculture, Manufacturing
 - Assembly line training manuals
 - Farming methods/Crop diseases guidelines
 - Industrial safety training – multimedia and manuals
- Market research
 - Survey questionnaires, Product attributes
- Promotion & advertisement
 - Multimedia commercials (video dubbing, subtitling)
 - Promotional content (for dealers, wholesalers, etc.)
 - Text advertisements (banners, posters, handouts and web-hosted ads)

- Product/services information
 - User manuals
 - Catalogues, other guides

QA/Validation, Testing & Training

Content and R&R:

- Domains include:
 - BFSI (Business, Financial, Insurance), Edutainment, Industrial, IT, Legal, Life Science and Marketing
- Quality check, feedback, guidelines/style guide design
 - Prepared guidelines and style guides for Automobile/industrial, medical and subtitling
- Dispute arbitration
 - Generally, for all the above domains, esp. for Google projects, education K-12 and Medical/Life sciences
 - Providing linguistic justification for the work when quality is disputed or for confirmation, including BT validation for technical content
- Translator testing (for recruitment) – domain specific & project specific
 - Domain/sub-domain wise pre-empanelment testing
 - Testing & recruitment of linguists for pilot projects & main projects
- Translator training (VPKW, Bangalore)
 - Orientation program for translators – Indic languages (to enhance translation fluency, 2 batches)
 - Specific modules training - external vendors for subtitling (edutainment), Feedback training for Life science
 - Training Tamil linguists in academics-multimedia/VO dubbing (K-12 content, Mathematics & Science)

Social Sciences & Humanities

Roles & Responsibilities:

- 12+ years of experience - Translation, Transcreation & Review
- Publishers and Agencies
 - Adayalam Publishers, Trichy, India
 - Ahad Publishers, Madurai, India
 - Greenwood, Chennai, India
 - Mellinam Publishers, Chennai, India
 - School of Foreign Languages, Chennai, India

Content:

- Includes Culture & Ethics, History, Law, Liturgy/devotional literature, Spirituality, Worldview as well as contemporary lifestyle. List of some important projects:
 - Abu Hanifa, Life and Works – Md. Abu Zahra
 - Art of Islamic Calligraphy – Khalid Pablo Casado
 - Hajj, foreword – Ali Shariati
 - Ijtihad, a historical survey – Ziauddin Sardar
 - Islamic Jurisprudence, an international perspective (appendices) – Prof. Veeramantry
 - Life and works of Ibn Khaldun – M.A. Inan
 - Portuguese in India – a historic epic – Sh. Zainuddin Makhdum
 - Spirit of Sunnah – Muhammad Asad
 - Then Thuzigal – a Discourse and Dua on Ramadhan
 - What is Sufism? – Martin Lings
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