



Simon Muiruri Ng'ang'a

Native Swahili Speaker Translator and Transcriber

PERSONAL SUMMARY

A multi-skilled native Swahili translator and transcriber with wide experience, working with worldwide agencies and private clients.

I am also a fluent English speaker with a keen eye to identify, focus and to raise awareness on the important aspects of my clients' work.

I am here to share my expertise in translating a wide range of content, from financial reports, press releases and technical documentation to commercial brochures, user manuals, and websites. Software localization is one of my preferred areas of expertise. I can further support with super-efficient transcription skills.

WHO I WORK WITH

I work as a transcriber and translator with clients in a variety of industries and sectors at both fixed and negotiable rates. Available for both short-term and long-term engagement.

PROFESSIONAL EXPERIENCE

One Hour Translation Services – Swahili Translator / Reviewer

December 2016 to date

[\[click to view reference letter\]](#)

Have successfully translated and reviewed over 300 projects

Duties:

- Translating content, ensuring that the meaning and feeling of the original material is retained.
- Checking translations of technical terms to ensure that they are accurate and remain consistent throughout translation revisions.
- Proofreading, editing, revising and rating translated materials.

Gotranscript.com – English Transcriber

December 2016 to date

Have successfully transcribed over 200 files. Average rating: 4/5

Duties:

- Converting audio files into typed text without compromising quality and context of the speech.
- Ensuring already transcribed files are correct according to the various transcription guidelines.

PERSONAL DETAILS

Name:

Simon Muiruri Ng'ang'a

Date Of Birth:

5th September 1987

Nationality:

Kenyan

Native Language:

Swahili

Occupation:

Freelancer

CONTACT DETAILS:

muiruris254@gmail.com

[WhatsApp](#)

[LinkedIn](#)

[Facebook](#)

[Skype](#)

LANGUAGE PAIRS:

- English to Swahili
(all subjects)
- Swahili to English
(all subjects)

OTHER SERVICES

- Proofreading
- Transcription
- General Data Entry

AVAILABILITY

Weekdays and if called for:
-Evenings & weekends-

DAILY OUTPUT

- Translation: 4000 words
- Review: 6000 words

RATES

- Translation: \$0.04 / word
- Review: \$0.02 / word
- Swahili Transcription:
\$0.45 per audio minute
- Swahili Transcription QC:
\$0.25 per audio minute

AREAS OF EXPERTISE

- Industrial Equipment
- Software Localization
- Telecommunication
- User Interface
- Games & Apps
- Agriculture and Farming
- Websites
- Construction Equipment
- Marketing & Communication
- IT Hardware
- Tourism & Sports
- Financing and Trading
- Food & Beverage and more

OTHER ACTIVITIES

- Volunteer Emergency
- Graphic Design
- Research

INTERESTS

- Cinema, music and arts
- Travels
- Outdoor sports

Appen – Swahili Transcriber / Translator *February 2017 to date*

Have successfully transcribed over 25,000 Swahili Utterances.

Duties:

- Transcribing utterances from mixed Swahili dialects.
- Referring to reference materials such as dictionaries, lexicons and terminology banks as needed to ensure wordlist accuracy.
- Quality assurance, peer review and validation.
- Adhering with ethical codes to protect the confidentiality of information.

Verbit.ai – English Transcriber / Editor *August 2017 to date*

Have successfully reviewed English audio files approximately 2000 minutes.

Duties:

- Checking the quality of machine generated transcripts.

Vistatec – Reviewer (Swahili Localization Projects) *September 2022 to date*

Have successfully recorded over 200 hours of translations review.

Duties:

- Objective assessment of translations to ensure quality, consistency, tone, style and adherence to common locale.

EDUCATION

Kenya Certificate of Primary Education - 2001
(English and Swahili Languages Tested)
(Kenya National Examinations Council)

Kenya Certificate of Secondary Education - 2005
(English and Swahili Languages Tested)
(Kenya National Examinations Council)

Diploma in Information Technology - 2008
(Kenya National Examinations Council)

SOFTWARE

Translation tools: SDL Trados, Smartcat, MemoQ, Smartling, Weglot

Other: MS Office Suite, Express Scribe, Audacity, Winzip, Foxit Reader

REFERENCES

- | | |
|---|--|
| 1. Rosie Kay
Appen
Linguistic Project Manager
rkay@appen.com | 2. Noa Moshe
One Hour Translations (Blend)
Account Manager
noam@onehourtranslation.com |
|---|--|