

VINITA KUMARI

Phone : 9709011872

Email : vinitacs01@gmail.com

Address: 202, Building 23, Pearl Paradise Layout, Yamlur, Bangalore, Karnataka 560037

PROFESSIONAL SUMMARY

Having 5+ years of working experience in **Hindi** Translations.

October 2019-March 2022, Senior Translator in Reverie Language Technologies

April 2018-October 2019, Associate Translator in Reverie Language Technologies

October 2016-April 2018, Associate Content Translator in Bitsphere Infosystem PVT LTD

WORK EXPERIENCE

- Translated the content of various domains like education, medical, government, insurance, banking, technical, judicial and enterprises.
- Worked for clients including Income tax department, Ministry of Human resource department, Paisabazar, ICICI bank, HDFC Bank, EasyGov, Karnataka Covid guidelines, Motilal Oswal, Rupeek, Zomato, Red Bus, Jio Phone, Wynk music app, Ola, Urbanclap, Vodafone, E-Nam, and GEM (Government e-marketplace).
- Proficient in proofreading for income tax department files having more than 50,000 words within a week using Prabandhak(CAT Tool).
- Reviewed more than **50,000 words for MHRD file** within 10 working days.
- Apart from translation, also proficient in QA/QC validation, proofreading, editing, formatting and reviewing files.
- In MHRD File, provided subtitling of videos.
- Worked on **CAT tool – Prabandhak**, which is used in translation, proofreading and editing.
- Other **CAT tools** worked on-
 - **ATMS (Amazon Machine translation tool)**
 - **LUCID (Netflix)**
 - **SDL TRADOS.**

ROLES & RESPONSIBILITIES

- Translation of English content of various domains like Education (Rangeet, MHRD), Website localisation, Legal documents and so on.
- Proofreading of English contents of various domains to check grammar, spelling and punctuation accuracy.
- Editing of documents in Ms-Word and PowerPoint.
- Hands on experience to work on online tools for translation.

EMPLOYMENT HISTORY

Oct. 2019 – March 2022. Bangalore , Karnataka

Senior Translator, Reverie Language Technology

- Proofread and reviewed the translated content of huge files (Paisa Bazaar, Ministry of Human Resource Department and Income tax department etc.).
- Worked on sample files and proved skillsets successfully to acquire new projects from Income tax department.

Apr. 2018 – Sep. 2019. Bangalore , Karnataka
Associate Translator, Reverie Language Technology

- Translated English content into Hindi for various domains like enterprise, government, medical, legal, agricultural and educational.
- Proofread and reviewed the translated content for quality testing.
- Website and mobile App translation (including messages and commands) for clients like Vodafone, E-Nam, GEM (Government e-marketplace), My-Gov, Zomato, Urbanclap and many more.
- Wynk: music song titles and strings translations.
- Ola: App content translation.

Oct. 2016 – 16th Apr. 2018 Ranchi, Jharkhand
Associate content translator, Bitsphere Infosystem Pvt Ltd.

- Worked as **Content writer cum Translator** in English to Hindi and vice versa.
- Working experience in Tele calling.
- Experienced in MS-word, MS-excel and MS-powerpoint.

EDUCATION

Master of Arts: Philosophy (Persuing)

- IGNOU

Post Graduate Diploma in Translation (December 2020)

- IGNOU

Bachelor of Science: Physics Honours (June 2011)

- Ranchi University - Ranchi, Jharkhand

DETAILS

Father's Name: Ram Chij Chaubey
PAN : CGMPK7278J
Aadhar no : 545196765258

I hereby acknowledge that all details provided here are true to the best of my knowledge.

Vinita Kumari