

# **UTKARSH TRANSLATION BUREAU**

**ACROSS THE GLOBE FOR ANY KIND OF LANGUAGE SOLUTIONS**



## **About Us**

**Utkarsh Translation Bureau**, was founded in 2000 with the mission to become leaders in the language services industry by delivering top-quality language solutions to a broad base of clients, including all segments of corporate and major global players.

At **UTB**, the key to our success has been the caliber of our team and our dedication to our clients. Our network over 3,000 language specialists .We are committed to deliver a translation/interpretation that truly reflects the concepts, thoughts and register of the source material, and it is on call around the clock to meet the most critical project demands with utmost consistency.

We want to stay at the top and keep our clients coming back, again and again to our quality translation service company.

Success in business may often mean communicating across the globe in several languages. Whether you need to communicate with employees on another continent, or consumers who may be viewing your website from a foreign country, our complete translation service can help you deliver your message. By combining the knowledge of our language experts, we can provide your business with the means to extend its global reach.

## Areas of Specialization

**Utkarsh Translation Bureau** provides all kinds of translation services from language translation to interpretation to localization. High quality, reliability and cost-effectiveness are the cornerstones of our translation services and localization business. We specialize in our services, supported by a team of professional, highly experienced translators, best suited for well-integrated services. We provide translation services in any form - from print media to electronic media in any language (foreign languages to English, Indian Languages to English and vice versa).

- **Translation**
- **Interpretation (Simultaneous & Consecutive)**
- **Technical publications**
- **Film & Video Script Translation**
- **Graphic Design Service**
- **Multilingual Desktop Publishing Service**
- **Training videos**
- **Voice over**
- **Dubbing**
- **MP3 Files, Film Scripts,  
Video Scripts, Subtitle or Audio Transcription**
- **Creative & Content writing**
- **Transcription and so on**

## Our Quality Assurance

Our company's quality control processes ensure that professional quality services are delivered to every client. We assure quality by selecting highly skilled professional translators who are best suited for a specific project and who are well versed in the nuances of the language concerned. We have well defined methods and tools to streamline the language translating process like language translation services, foreign language translation services etc. We make sure that our each translator has technical knowledge about the subject to be discussed, as well as the required interpretation training, skill, and experience.

## Our Team Process

Experienced project manager who oversees every stage of the project to ensure the final product matches client specifications leads our document translation process. The project managers and translators are trained in the “**UTB’s Team Process**” – an ongoing series of training sessions that begin in the first week of employment at the company.

Before delivery to the client, each project must pass a comprehensive 80-point review covering specific elements of translation, grammar, typography, formatting,

layout and design. This internal quality control system ensures high quality, consistent translations on each project.

### **Our Mission**

Our mission is to provide the highest level of language translation services. Each task is carried out by professionals who provide translation services that are technically accurate according to your specifications; all while meeting the deadlines and approved budgets.

### **Our Vision**



***Utkarsh Translation Bureau*** aspires to become a leader in language and linguistic world and is on the threshold of achieving this goal. Our Group, as a premier linguistic organization, aims to make people realize the importance of language and culture, so that they avail global opportunities and develop as a global personality.

### **Why Chose Us : .**



***Utkarsh Translation Bureau*** offers you some valid reasons as to why one should prefer us as your language service provider :

- ◆ Create ***fast translations*** with precision and accuracy into over more than 250 ***languages all over the world*** by using superior translators with expertise in the subject matter.
- ◆ A++ Rating"
- ◆ Translations are accurate and always returned as promised.
- ◆ Provide only ***expert level interpreters & translators*** for national and international conferences
- ◆ Consult both small and large companies in successful international business.
- ◆ Giving each and every client the ***personal, professional service*** they expect and deserve.
- ◆ Highest level of focus results in increased translation quality and consistency, decreased translation costs and improved turnaround times.

### **Contact Us**

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