

Ashwani Kumar

75/11, Deol Nagar, Jalandhar, 144003

ashwanijassal1992@gmail.com

ash_rita@live.co.uk



Overview

Significant experience gained 27 years as a translator from American and UK English into Punjabi for a worldwide charitable organization, headquartered in Warwick, USA and several translation agencies. I can do translation from English into Hindi as well.

Translated documents with various content including medical and technological vocabulary. I have also experience in translation of website contents (strings, privacy policy, terms & conditions), fliers, advertisements, survey forms, pamphlets (vaccinations, Patient Information Sheets) birth & death certificates as well. In addition to producing written translation articles, also prepared content for videos.

Responsible for proof reading and finalizing of material prior to worldwide printing.

My skill set was required at different company locations, Lonavala (Pune), Bangalore, London and Jalandhar (Punjab).

Managed a team of Punjabi translators in satellite office in Jalandhar and a team of Nicobaric translators in satellite office in Port Blair, reporting to Indian Head Office.

Prepared and delivered presentations to up to 1800 delegate.

Languages

English, Punjabi, Hindi

Training

Over 26 years received in-house training from international instructors in various aspects of translation work to adapt to the international content of material. Learned valuable skills, techniques, life lessons, and use the technology in a best way to accomplish various publishing tasks.

Responsible for training a team of inexperienced translators in written and oral translations.

Skills

Able to work under pressure to achieve deadlines.

Effective time management

Excellent presentational skills

Able to motivate and lead a team

Able to forth a positive and committed work ethic, with commitment to efficiency and integrity.

Effective team player

Knowledge of Excel and PowerPoint software.

Experience

The Watchtower Bible & Tract Society

October 1996 – April 2023

Joined as a translator, progressed in various fields to Department Team Manager.

My skill set required at different company locations, Lonavala (Pune), Bangalore, London, Jalandhar.

- Efficient in meaning-based translation, rather than word-for-word translation.
- Worked on articles and videos dealing with various subjects, including sensitive subjects, plus family, religion, teenage, history, technology, medical issues.

References :-

Jehovah's Witnesses of India

The Arcade at Brigade Orchards

Brigade Orchards Spinal Road

DEVANAHALLI, KAR 562 110

INDIA

Personal References :-

Alan Grech Bsc. Dip.

Email: - alangrech33@gmail.com

6 Hamilton Road, Cockfosters, London Borough of Barnet, EN4 9EU

Social Profile

linkedin: <https://www.linkedin.com/feed/>