**Curriculum Vitae**

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**Mahboob Ridha**

**Permanent Address:**

492, Janta Flats, Sector 16 B, Block B, NSIT, Dwarka Sec 16 B, New Delhi, – 110078, India.

**Mob: No: +918376975011.**

**E-Mail id : mhbbrz@yahoo.com**

**OBJECTIVE**

I am willing to take up a position in your organization in accordance with my professional skills and experiences in the field of Translation & Subtitle.

**ACADEMIC & PROFESSIONAL QUALIFICATION**

1. **Graduation** in Arabic Literature from Kerala in 2011.
2. **Intermediate** from Bihar Board in 2009.
3. **High School** from Madarsa Board Uttar Pradesh, in 2007.
4. **Diploma in Functional Urdu Language** (NCPUL) New Delhi.
5. **Diploma in Functional Arabic Language** (NCPUL) New Delhi.
6. **Diploma in Functional English Language** (NCPUL) New Delhi.

**Employment:**

1. **Arabic Subtitler & Editor at BollywoodArab**

 May 2017 to Present (1 year 2 months).

1. **Arabic News Translator at Alukah.net**

Aug 2015 to Jan 2017 (1 year 5 months).

1. **Arabic medical Translator at Vivo Health Care**

Jul 2015 to Jul 2015.

1. **Arabic documents Translator at** Axis Transword Services Pvt. Ltd

May 2015 to Nov 2017 (2 years 6 months)

1. **Arabic Language Teacher at** D-Mandrin

Apr 2015 to Feb 2017 (1 year 10 months).

**Projects:**

1. **Arabic Transcriber & Quality Checker**

Lingual Consultancy Services (Gurgaon - Onsite)

Sep 2018 to Present (Full Time)

Role: Arabic transcription and quality checking.

1. **Arabic to English Legal Documents Translator**

UnitedLex BPO Pvt Ltd. (Gurgaon: Onsite)

Feb 2018 to Jun 2018 (contractual).

1. **Arabic Interpreter at** Kabir Foods, (Netaji Subhash Place, Delhi : Onsite)

Sep 2016 to Sep 2016 (contractual).

1. **Arabic Verification Executive at** Absolute People Screen Pvt. Ltd. (Onsite)

Jul 2016 to Dec 2016 (Full Time).

1. **Arabic Interpreter at** Ajanta Belts Private Limited (Karnal : Onsite)

May 2016 to May 2016 (contractual).

1. **Arabic Interpreter at** Vinod Rice Mill, (Neta Ji Subhash Place, New Delhi : Onsite)

Mar 2016 to Mar 2016 (contractual).

**COMPUTER SKILLS:**

1. **Typing Speed:** 60 w.p.m. in English/Urdu/Hindi/Arabic.
2. **Fully familiar** with Computer Applications.
3. **Expert in** Subtitle Workshop, Subtitle Edit and Aegisub.

**PERSONAL PROFILE**

 Name : Mahboob Ridha

 Date of Birth : 03th February 1994

 Father's name : Mr. M.D. Naseem

 Sex : Male

 Marital Status : Single

 Languages Known : Arabic, English, Hindi and Urdu.

 Hobbies : Writing, Movies, Music, Travel, Creative writing

 Nationality : Indian.

**DECLARATION**

 I hereby declare that the information furnished above is true to the best of my knowledge.