**Sandip Ghimire**

**Translator, Interpreter, Article Writer**

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|  **Areas of Expertise** Nepali → English →Nepali TranslationArticle and Content WritingInterpreting                       **Personality** AmicablePunctualProfessional                   **PERSONAL DETAILS**  Sandip GhimireJhapa, NepalTelephone no : 97723456564Cell No : 9779849658494Email: sandip.ghimire5@gmail.com |  **Personal Epitome:**Talented, capable, and creative can translate written documents from Nepali and Hindi to English and vice versa. A quick learner, capable of accepting and taking new things apt for the situation. Determined to accepting challenges and working on different environment.  **WORK EXPERIENCE:** working as a freelancer past four years. Have worked for **Satyal Pulication** for three years as an English to Nepali book Translator and vice versa. Have worked for **Jhapa Post Weekly Newspaper** for teo years as a translator cum article writer.  ***Duties****:** Committed to ensure the correct translation is used.
* Conversations with clients to discuss any unclear points.
* Translation of documents/letters from a Nepali and Hindi to English & vice versa.
* Reviewing and proofreading mother-tongue text.
* Conducting face-to-face interpreting.
* Excellent English speaking and writing skills.
* Retrieving articles from newspapers, magazines & the internet & translating them into English.

  **KEY SKILLS AND COMPETENCIES:*** Able to fluently speak Nepali, Hindi and English
* Excellent communication skills.
* Able to work to tight deadlines.
* Highly skilled in Word, Excel and Microsoft Outlook.
* Willing to travel and able to work under pressure.
* Able to give importance to work.
* Very good at creative writing, article writing, editing, proofreading
* Good at teaching Nepali and English.

 **ACADEMIC QUALIFICATIONS:** BA (English and Economics,) Tribhuwan University, 2010, Nepal**REFERENCES** – Available on request. |
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