

Ahmed Manzoor

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Professional Summary

Dedicated English-Urdu/Hindi translator with 31 years of experience working in professional communities. Exceptionally accurate translation skills. Diverse translation work from proprietary scientific materials to large-scale executive organization documents and from legal documents to medical protocols, News Releases to Information sheets etc. Consistently relied upon for verification and correction of translated materials. I am passionate about facilitating productive cross-cultural relationships and have helped create extensive informational material to help understand and develop cultural sensitivity.

Skills

- Fluent in Urdu, Hindi and English, including colloquialisms, business/legal vocabulary, and scientific terminology.
- Experienced with several computer programs, including Microsoft Office, SDL Trados, Wordfast Pro, MemoQ, HTML.
- Extremely precise and dedicated.

Work Experience

| Sr. No. | Project and its brief description | Source Language | Target Language | Word Count |
|---------------------------|--|-----------------|-----------------|------------|
| <i>SUBJECT: EDUCATION</i> | | | | |
| 1 | Teaching aid materials for grade 1st to 6th for Modern Teaching Aids involving all subjects like Math, Science, History, Geography, Hindi, Writing, Reading, etc. using Wordfast Pro | English | Urdu | 25,00,000 |
| 2 | Teaching aid materials for grade 1st to 6th for Modern Teaching Aids involving all subjects like Math, Science, History, Geography, Hindi, Writing, Reading, etc. using Wordfast Pro | English | Urdu | 25,00,000 |
| 3 | Training manuals for Apple farmers using Trados Studio 2011 | English | Urdu | 1,00,000 |
| 4 | Training materials for J&J internal use | English | Urdu | 50,000+ |
| 5 | Transcription and Translation of Urdu plays for Maryland University aimed for learning of Urdu language for Westerners | Urdu | English | 10,00,000 |
| 6 | Translation of Audio/Video teaching aid materials for 5th to 10th grade for Edurite subsidiary of Pearson | English | Hindi | 10,00,000 |
| 7 | Translation of Audio/Video teaching aid materials for 5th to 10th grade for Edurite subsidiary of Pearson | English | Urdu | 10,00,000 |
| 8 | Training material of Internal policies for GSK using Wordfast Pro | English | Urdu | 3,00,000 |
| 9 | Training material of Internal policies for GSK using Wordfast Pro | English | Hindi | 3,00,000 |
| <i>SUBJECT: LEGAL</i> | | | | |
| 1 | Code of Conduct and Compliance Manual for Shell using Wordfast Pro | English | Urdu | 1,00,000+ |
| 2 | Code of Conduct and Compliance Manual for Shell using Wordfast Pro | English | Hindi | 1,00,000+ |
| 3 | Compliance manual for P&G | English | Urdu | 50,000 |
| 4 | Compliance manual for P&G | English | Hindi | 50,000 |
| 5 | Compliance Manual for HP | English | Urdu | 1,00,000+ |
| 6 | Translation of several lawsuit chargesheets and related documents | English | Urdu | 20,00,000 |

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|----------------------------|--|---------|---------|-----------|
| 7 | Translation of several lawsuit chargesheets and related documents | Urdu | English | 20,00,000 |
| 8 | Translation of several lawsuit chargesheets and related documents | Hindi | English | 20,00,000 |
| 9 | Translation of several lawsuit chargesheets and related documents | English | Hindi | 20,00,000 |
| SUBJECT: MEDICAL | | | | |
| 1 | Informed consent documents for Boehringer Ingelheim using Trados Studio 2011 | English | Urdu | 3,00,000+ |
| 2 | Informed consent documents for Boehringer Ingelheim using Trados Studio 2011 | Urdu | English | 3,00,000+ |
| 3 | Informed consent documents for Boehringer Ingelheim using Trados Studio 2011 | English | Hindi | 3,00,000+ |
| 4 | Informed consent documents for Boehringer Ingelheim using Trados Studio 2011 | Hindi | English | 3,00,000+ |
| 5 | Informed consent related documents for Novartis using Trados Studio 2011 | English | Urdu | 2,50,000+ |
| 6 | Informed consent related documents for Novartis using Trados Studio 2011 | Urdu | English | 2,50,000+ |
| 7 | Informed consent related documents for Novartis using Trados Studio 2011 | English | Hindi | 2,50,000+ |
| 8 | Informed consent related documents for Novartis using Trados Studio 2011 | Hindi | English | 2,50,000+ |
| 9 | WHO prescribed Better Birth program related courses | English | Urdu | 1,00,000+ |
| 10 | WHO prescribed Better Birth program related courses | English | Hindi | 1,00,000+ |
| 11 | Translation of Medical Equipments | English | Urdu | 2,00,000+ |
| SUBJECT: TECHNICAL | | | | |
| 1 | Survey Manual for Shell using Wordfast Pro | English | Urdu | 2,00,000+ |
| 2 | Survey Manual for Shell using Wordfast Pro | English | Hindi | 2,00,000+ |
| 3 | Website manual for Castrol using Trados Studio 2011 | English | Urdu | 1,82,000 |
| 4 | Translation of User manual for Jeep ATV | English | Urdu | 50,000+ |
| 5 | Localization of Samsung Camera OSD for users | English | Urdu | 50,000+ |
| 6 | Localization of Samsung Camera OSD for users | English | Hindi | 50,000+ |
| 7 | Installation manual of Smoke alarms | English | Urdu | 50,000+ |
| 8 | Installation manual of Smoke alarms | English | Hindi | 50,000+ |
| SUBJECT: MARKETING | | | | |
| 1 | Promotional materials for Ready Pac NJ | English | Urdu | 1,00,000 |
| 2 | Promotional materials for Ready Pac NJ | English | Hindi | 1,00,000 |
| 3 | Website material for TD Bank | English | Urdu | 50,000+ |
| 4 | Translation or Transcreation of Ads for Coca Cola, Pepsico, etc. | English | Urdu | 50,000 |
| 5 | Translation or Transcreation of Ads for Coca Cola, Pepsico, etc. | English | Hindi | 50,000 |
| 6 | Survey questionnaires for Nielsen | English | Urdu | 5,00,000 |
| 7 | Survey questionnaires for Nielsen | English | Hindi | 5,00,000 |
| 8 | Translation or Transcreation of Ads for Duracell Batteries | English | Urdu | 50,000 |
| 9 | Announcement communication of Emirates | English | Hindi | 80,000 |
| 10 | Promotional materials for Etisalat telecom | English | Hindi | 1,00,000 |
| 11 | Promotional materials for DU telecom | English | Hindi | 70,000 |
| SUBJECT: FOREX | | | | |
| 1 | Website content for Exness, a trading website. | English | Urdu | 2,00,000 |
| 2 | Website content for Exness, a trading website. | English | Hindi | 2,00,000 |
| 3 | Web based manual for FxPRO, a trading website. | English | Urdu | 2,00,000 |
| 4 | Web based manual for FxPRO, a trading website. | English | Hindi | 2,00,000 |
| 5 | User manual for Exness | English | Urdu | 5,00,000 |
| 6 | User manual for Exness | English | Hindi | 5,00,000 |
| 7 | User manual for FxPRO | English | Urdu | 5,00,000 |
| 8 | User manual for FxPRO | English | Hindi | 5,00,000 |
| SUBJECT: MOBILE APP | | | | |
| 1 | UI data of Tango social app | English | Urdu | 1,00,000+ |

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|--------------------------------------|--|---------|-------|-----------|
| 2 | UI data of Tango social app | English | Hindi | 1,00,000+ |
| 3 | UI data of MobileIron | English | Urdu | 1,00,000+ |
| 4 | UI data of MobileIron | English | Hindi | 1,00,000+ |
| 5 | UI data of Candy Crush | English | Urdu | 1,50,000 |
| 6 | UI data of Candy Crush | English | Hindi | 1,50,000 |
| 7 | UI data of Angry Birds | English | Hindi | 1,50,000 |
| 8 | UI data of Angry Birds | English | Urdu | 1,50,000 |
| <i>SUBJECT: MISCELLANEOUS</i> | | | | |
| 1 | Google Products translation including UI, Legal, Marketing, etc. | English | Hindi | 1,00,000+ |
| 2 | Google Products translation including UI, Legal, Marketing, etc. | English | Urdu | 1,00,000+ |
| 3 | Amazon Alexa speech recognition | English | Hindi | 2,50,000+ |
| 4 | Facebook Products | English | Hindi | 1,50,000 |

Education

Bachelor's Degree in Arts, University of Mumbai, India.

1981

CAT Tools:

SDL Trados 2011, SDL Trados Studio 2007, SDLX, WordFast Pro, OmegaT

Membership:

- Member of American Translators Association
- Member of Proz.com
- Member of Translation Directory
- Member of Translator's Café
- Certified One Hour Translator