

## AMMAR SHAIKH

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### TRANSLATION EXPERIENCE

**Optimus Language Solutions, Mumbai, India** February 2012 – Present  
Freelance Translator (Languages: Urdu, Hindi, Marathi) cum Project Manager (Asian and European Languages)

- Translated various documents as per client's instruction and requirements.
- Proofread and Edited translated documents.
- Used CAT tools mainly SDL TRADOS and WORDFAST and MemoQ for machine aided translation.
- Communicated client's requirement to the translators and the DTP team.
- Maintained, recorded and archived all the projects as per standard procedures.
- Prepared the deliverables for the clients.

**Standard Translations, Mumbai, India** March 2007 – Present  
Freelance Translator (Languages: Urdu, Hindi, Marathi) cum Project Manager (Asian and European Languages)

- Translated various documents as per client's instruction and requirements.
- Proofread and Edited translated documents.
- Used CAT tools mainly SDL TRADOS and WORDFAST and MemoQ for machine aided translation.
- Communicated client's requirement to the translators and the DTP team.
- Maintained, recorded and archived all the projects as per standard procedures.
- Prepared the deliverables for the clients.

### RECENT TRANSLATION PROJECTS:

Sr. No.	Project and its brief description	Source Language	Target Language	Word Count
1.	WHO prescribed Better Birth program related course work	Hindi	English	1,00,000+
2.	WHO prescribed Better Birth program related course work	Urdu	English	1,00,000+
3.	WHO prescribed Better Birth program related course work	English	Marathi	1,00,000+
4.	Social app Privacy Policy	English	Hindi	50,000+
5.	Testing of mobile app on android platform	English	Urdu	50,000+
6.	TV manual translation	English	Urdu	1,00,000+
7.	Compliance training manual for BP	English	Hindi	2,50,000+
8.	Education teaching aid materials for all subjects using Wordfast Pro	English	Hindi	7,00,000
9.	Informed consent documents for Novartis using Trados Studio 2011	English	Urdu	50,000+
10.	Informed consent documents for Novartis using Trados Studio 2011	Urdu	English	50,000+
11.	Informed consent documents for Novartis using Trados Studio 2011	English	Hindi	50,000+
12.	Informed consent documents for Novartis using Trados Studio 2011	Hindi	English	50,000+
13.	Survey Manual for Castrol	English	Hindi	50,000+
14.	Survey Manual for Castrol	English	Urdu	50,000+
15.	Compliance manual for P&G	English	Hindi	50,000
16.	Training materials for J&J internal use	English	Urdu	50,000+
17.	Forex trading manual for FXPro	English	Hindi	1,50,000+
18.	Forex trading manual for FXPro	English	Urdu	1,50,000+
19.	Certificate translation	Marathi	English	50,000+
20.	Certificate translation	Hindi	English	50,000+
21.	Certificate translation	Urdu	English	50,000+
22.	Legal translation	Marathi	English	1,00,000+
23.	Legal translation	Urdu	English	1,50,000+
24.	Legal translation	Hindi	English	1,50,000+

All above mentioned projects are either in progress or completed within past 1 year.

## PROFESSIONAL EXPERIENCE

**eClinicalWorks**, Westborough, MA, USA

February 2012 – October 2012

Data Migration Specialist

- Extracted practice management and electronic medical record from different database (MSSQL, MySQL, IBM, MS ACCESS, Oracle, PostGRE, etc.) or file based (mainly AIX) system.
- Analyzed the extracted data that needed to be migrated as per client's requirements.
- Developed required VB script to transform and upload the database in eCW database.
- Created test cases for the VB script to test the migration script.
- Debugged existing VB script to ensure data migration as required.
- Developed MS SQL and MySQL scripts to load and map the migrated data.
- Communicated and coordinated proper migration process at every step with clients.

**Optimus Language Solutions**, Mumbai, India

February 2012 – March 2012

Freelance Website Designer

- Designed and implemented website for a Mumbai based Language Translation Company.
- Implemented scripts to provide quote to the clients.

**Seachange International**, Acton, MA, USA

January 2011 - August 2011

Software Engineering Co-op

- Added new features to existing automation tool using PHP and AJAX.
- Managed and made changes/enhancements to proprietary Product Change Request (PCR) tracking tool mainly created using PHP, Javascript, Perl.
- Created significant changes to TestLink Test Case Management tool.
- Created test script using PHPUnit framework for existing tools and tested the tools.
- Created batch script for user to sync file(s) to server without the knowledge of Perforce.
- Debugged existing tools and SQL script to allow MSSQL server upgrade from 2005 to 2008.

**Northeastern University**, Boston, MA, USA

September 2009 - August 2010

Math Tutor

- Taught undergraduate students math mainly consisting of pre-calculus and calculus.
- Helped them understand basic idea behind principles of math.

## EDUCATION

**Welingkar Institute of Management Research and Development**, Mumbai, India GPA – 5.18/8.0

Post Graduate Diploma in Management

June 2015 – April 2017

**Northeastern University**, Boston, MA, USA

GPA – 3.33/4.0

MS in Telecommunications Systems Management

September 2009 – December 2011

**University of Mumbai**, Mumbai, India

Bachelor of Engineering in Electronics and Telecommunication

August 2005 - June 2008

**M.H. Saboo Siddik Polytechnic**, Mumbai, India

Diploma in Industrial Electronics

August 2002 - June 2005

## SKILLS

**Programming Languages:** C++, Java Core, Java Swing, C#

**Scripts:** PHP, Perl, HTML, JavaScript, ASP

**Databases:** SQLServer2005, Oracle10g, MS Access, SQL, MySQL, ER Modeling, Data Modeling

**Tools:** MS Office, Microsoft SQL server 2005, Toad Data Modeler, NetBeans, Visual Studio 2008, Eclipse, Trados Studio 2007, Trados Studio 2011, SDLX, Wordfast Pro, Wordfast Classic, MemoQ, XTM

**Operating Systems:** Windows 98, Windows XP, Windows Vista, Linux, Cisco IOS 12.0

**Computer Hardware:** PC, Server, Cisco Switches, Cisco Routers

**Languages:** English, Hindi, Marathi, Urdu