

Resume

(I can translate anything into Tamil and English)

Identity

Name: Vijayalakshmi Srinivasan
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Specialised subjects

Translations: English to Tamil; Tamil to English and Hindi to English & Tamil
Specialist subject areas: All areas except Engineering and Technical related subjects.

On the Internet

E-mail: vijaya602009@gmail.com

Professional experience

Content Translator/Reviewer 2000–present
Part-time/freelance

- **Specialised in translating** brochures, policies, web sites, advertisements, user manuals and computer-based training materials.
Have wide-ranging translation experience in almost all domains barring technological and engineering subjects. I have expertise in localization of everything in my language pair as I am not only a TLE and QA but also well aware of the culture and heritage of the targeted people. I have experience and expertise in Life Sciences and Clinical Subjects besides health care and cosmetics. I have also experience in all matters related to governments and their activities and I am a trusted translator by many governmental agencies. I also lend my voice for dubbing as well as any voice over projects that need my voice in the pair English-Tamil.
- Have expertise also in translations of documents pertaining to Corporate Houses, Big Charity Institutions and Business Conglomerates.
- I have sufficient experience in transcreation as well as a LQA/SME.
- Experience in translating, transliterating, editing/reviewing, proofreading, as well as voice over between the following **language-pairs**: English/Tamil (both ways), Hindi/English, and Hindi/Tamil. I do have experience in Language training and teaching as well as Market Research and Analyses.
- I have earned kudos from ProZ.com for helping them in building their glossaries.

Projects

- Have successfully completed more than 145 major translation projects, ranging from an average of 5500 words to as large as 2,15,555 words. Besides, I had been associated with 1255 minor projects. Till date the total translated materials consist of 60,25,758 words.

Qualifications

- Bachelor of Arts in English, History, Politics and Tamil from University of Calcutta
- I am a native Tamil

Working method

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| <i>Office applications</i> | <i>Latest Microsoft Office</i> |
| <i>Media tools</i> | <i>Adobe Photoshop, Adobe Acrobat</i> |
| <i>CAT tools</i> | <i>Idiom, SDLX, Trados, MateCat, MemoQ, Wordbee</i> |
| <i>Operating Systems</i> | <i>Windows 10</i> |
| <i>Internet</i> | <i>DSL Wi-Fi high speed connection</i> |
| <i>Systems</i> | <i>Desktop and Laptop</i> |
| <i>Accessories</i> | <i>Printer, scanner, microphone, headphone</i> |