

CHARLES OLAMIDE



olamidec18@gmail.com

Language Enhancement Specialist

PROFILE

Dedicated and skilled Kirghiz transcriptionist with extensive experience in utilizing Automatic Speech Recognition (ASR) tools to transcribe audio content accurately and efficiently. Proficient in converting spoken Kirghiz language into written text while ensuring high-quality output and adherence to project timelines.

EDUCATION

University of Barcelona (Universitat de Barcelona)
Masters of Arts
2017-2021

Pompeu Fabra University (Universitat Pompeu Fabra)
Master's degrees in Translation and Multilingual Communication. 2014-2017

EXPERIENCE

Translator, Transcriptionist Proofreader, and Reviewer Expert
Thynk Unlimited Jan 2023 - Present

Translator:

- I was responsible for translating a wide range of content, ensuring linguistic precision and cultural relevance.
- I consistently met tight deadlines and maintained high-quality standards, earning a reputation for accurate and contextually appropriate translations.
- Collaborating closely with clients and project managers, I provided customized language solutions to meet their specific needs.

Proofreader:

- As a proofreading expert, I meticulously reviewed and edited translated documents, focusing on grammar, syntax, and consistency.
- My attention to detail played a pivotal role in refining the quality of translations and maintaining the company's reputation for excellence.

Reviewer:

- In this capacity, I excelled in reviewing and fine-tuning translations by other team members, offering constructive feedback, and maintaining quality control.
- My role involved verifying the accuracy of terminology, ensuring uniformity, and making cultural adjustments as necessary.

Translator | XYZ Translation Services, Wuhan

Nov 2022 - Present

- Translate a wide range of documents, including legal contracts, technical manuals, marketing materials, and medical reports while maintaining accuracy and adhering to industry standards.
- Collaborate closely with a team of translators and proofreaders to ensure high-quality and culturally appropriate translations and content.
- Utilize CAT (Computer-Assisted Translation) tools, such as SDL Trados, MemoQ, and Memsource, to enhance productivity and maintain consistency in translations.
- Communicate effectively with clients to understand their needs, provide project updates, and address any concerns or feedback.
- Collaborate with a team of translation professionals to review and edit transcripts for consistency and precision.

SKILLS

- Exceptional Typing Speed
- Active Listening
- Excellent Language Skills
- Time Management
- Familiarity with Tools and Software
- Quality Assurance
- Adaptability
- Confidentiality and Ethics
- Communication Skills
- Listening Equipment Familiarity
- Formatting Expertise

OTHER SKILLS

- Linguistic Dexterity
- Cross-Cultural Communication
- Terminology Management
- Advanced CAT Tools
- Adaptive Learning
- Quality Control
- Client Education
- Confidentiality
- Effective Communication

LANGUAGE

- Italian
- English
- Spanish
- Catalan