**Kelvin Muchemi Kagume**

Experienced English <> Swahili & Kikuyu Translator, Proof-reader and Transcriptionist

**Personal Details**

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H: Uthiru, Waiyaki Way, Nairobi

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**Skills**

* CAT Tools: memoQ, Smartling, SDL Studio, XTM Cloud, Translation Workspace, Memsource, Adobe
* Time Management: Delivered 90%+ of projects within original timeframes
* Communication: Cultivated working relationships with clients
* Team Player
* Attention to Detail
* Critical Thinking
* Customer Service

**Hobbies**

Reading

Football

Music

**Languages**

English

Swahili

Kikuyu

**Other Skills**

Transcription

Captioning

Subtitling

**Professional Summary**

As a Certified Accountant by profession, I am also a passionate about adding value by helping organizations have a deeper reach to their audiences through localization. I am multilingual translator with over 3 years’ experience in English <> Swahili and Kikuyu translation and proofreading.

As a linguaphile from early childhood, I have successfully translated over 100 complete projects, ranging from documents to entire websites.

I am looking to further improve translation skills by working in an exciting project where I will be given an opportunity to give suggestions specific to the Swahili and Kikuyu languages.

**Employment**

**English <> Swahili & Kikuyu Translator Jan 2020 - Present** Babelos Ltd, Lagos, Nigeria

* Performing various translation and reviewing duties from English into Swahili and Kikuyu, including written texts, localization and internationalization.
* Translating and reviewing text projects, including legal, medical and human resource documents, website content and news articles.
* Upholding strict confidentiality policy when translating personal and diplomatic materials.
* Proofreading texts and making the necessary changes.
* Providing interpretation and transcription services as needed by corporate clients.

Key Achievements:

Successfully translated over 100,000 words, from English to Swahili and Kikuyu and proofreading way over 150,000 words.

**English <> Swahili & Kikuyu Freelance Translator Jan 2019 - Present**

* Completing an array of services to bring English language material to the Swahili and Kikuyu language markets, including translation, transcription, interpretation, and more.
* Staying current with latest Swahili and Kikuyu languages idioms and cultural references to allow for hyper-realistic translations for modern publications.
* Providing video conferencing, localization, and personal translation services for clients on a case-by-case basis.

Key Achievements:

Successfully translated over 200,000 words from English to Swahili and Kikuyu.

**Education**

**BSc. Agribusiness Management May 2013 - Dec 2016**

University of Nairobi, Nairobi

**Certified Public Accountant July 2012 - June 2015**

Central Kenya School of Professionals, Nyeri

**Kenya Certificate of Secondary Education Feb 2008 - Nov 2011**

St Mary’s Boys High School, Nyeri

**References**

**Ugorji Nnanna,** Project Manager, Babelos Limited – Nigeria

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