

NAZZHARIF AZMAN

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A multi-skilled, reliable, and talented translator with a proven ability to translate linguistic tasks from a source language to a target language. A quick learner who can absorb new ideas and can communicate clearly and effectively with people from all social and professional backgrounds. Looking further to be working as a translator for a successful and ambitious company that offers great opportunities for career development and progression.

EXPERIENCE

JANUARY 2018 – PRESENT (FREELANCE)

TRANSLATOR, SELF-CONTRACT

- Performed various translation and interpretation duties from English to Malay, including written texts, localization, subtitles, annotation, transcribing, linguistics.
- Performed in-depth review of texts and made edits and changes where necessary.
- Effectively used Translation Software to expedite project delivery and ensure accuracy.
- Convert the material into the second language while preserving the original meaning.
- Provide clients with quotes based on complexity level and project length.

DECEMBER 2018 – AUG 2021 (SEASONAL)

EDUCATION & EVENT COORDINATOR, NATIONAL MUSEUM OF MALAYSIA

- Schedule and organize speakers, event details, and maintain event agendas.
- Manage all event set-up, tear down, and follow-up processes.
- Negotiate with vendors to achieve the most favorable terms.

JANUARY 2015 – NOVEMBER 2017

ADMIN EXECUTIVE, ZIAZ ENTERPRISE

- Develop and carry out an efficient documentation and filing system for both paper and electronic records.
- Produce professional-quality reports, presentations, and briefs.

EDUCATION

MARCH 2020

COPYWRITING AND LINGUISTIC COURSE, UPAHMENULIS.COM

JULY 2016 – DECEMBER 2019

DIPLOMA IN CORPORATE COMMUNICATION,

KOLEJ UNIVERSITI POLY-TECH MARA KUALA LUMPUR

Courses include Public Relations, Business Communication, Event Management, Advertisement, Mass Communication, and Communication Law

SKILLS

- CAT Tools (Proficient)
SDL Trados, Sferastudios.com, TCS, Subtitle Edit, Wordfast, Memsource, MemoQ.
- Time Management (Expert)
- Client Confidentiality (Expert)
- Interpretation Skills (Expert)
- Detail Oriented Skill (Proficient)
- Accessible and affordable (Proficient)

ADDITIONAL ACTIVITIES

- **LINGUISTIC AND LOCALIZATION PROJECT**
 - a) Audio-Video Annotation Project for TikTok (Elite Asia.co)
 - b) Transcription English – Malay APPEN (Metto-Tech)
 - c) Birth Certificate (Yashvi Translation)
 - d) Document Translations (Tomedes.com)
 - e) Speech Translation (Tomedes.com)
 - f) Futurama (eLanguageworld.com/Disney Plus)
 - g) Floripa House (Amazon Prime Video)
 - h) Family Guy (Netflix)
- **EVENT MANAGEMENT AND OUTREACH ACTIVITIES**
 - a) Festival Event (**Malaysia Day**) Coordinator & Photographer (**Sept 2020**)
 - b) Festival Event (**Minangkabau Heritage Culture and Cuisine**) Photographer (**May 2019**)
 - c) Festival Event (**Embracing the Culture of Orang Nogori**) Event Coordinator (**April 2019**)
 - d) Festival Event (**The Nostalgia of Anak Kampung**) Assistant Coordinator (**Dec 2018**)
 - e) Bicara@Muzium (**KERIS: Weapon or Attire?**) Formal Emcee (**Nov 2018**)
 - f) Festival Event (**Riang Ria Deepavali@Muzium Negara**) Assistant Coordinator (**Oct 2018**)
 - g) Final Year Project (**INDIEPENDENT FEST!**) Department Secretary (**May 2018**)
 - h) Volunteering for GENIUS Kurnia (Autism School) Program Facilitator (**March 2018**)
 - i) Annual Dinner (**RHYTHM OF THE NIGHT**) Head of Decoration Department (**Jan 2018**)
 - j) CSR (**1 Gift, 1 Person, 1 Message**) Head of Food and Beverages Department (**Sept 2017**)
 - k) Photo Exhibition (**VISUAL VIBES**) Head of Design and Decoration Department (**Jan 2017**)

REFERENCES

Mrs. Noor Wahida Hasan
Assistant Curator/ Supervisor
Education and Outreach Services Unit National Museum of Malaysia
Tel: 03 22671000 ext:383
wahida@jmm.gov.my

Dr. Mohamad Shamsul Ibrahim
Academic Advisor / Senior Lecturer
Kolej Universiti Poly-Tech MARA Kuala Lumpur
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