



NURUL AINI NORDIN

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OBJECTIVE

With proficiency in speaking both Malay language and English, I am a passionate translator and seeking job opportunity in translation field. I possess good translation skills and have the proficiency to relate, understand, and interpret effectively at work.

EXPERIENCE

Freelance

Translator, Editor, Proofreader | April 2022-Present

- Document, text and subtitle translation in Malay and English.
- Experienced in translating and editing Malay subtitle for TV series and kid's show.
- Proofreading Malay text translation for Amazons' products.
- Editing Malay translation for medical document.

China Railway 17th Bureau Group Sdn. Bhd.

Admin Assistant | Sept 2019 – Dec 2020

- Worked in Mass Rapid Transit (MRT) construction for Sungai Besi-Serdang Raya Line.
- The job scope requirements are involving documentation and records of important letters and minutes of meeting, as well as dealing with clients and suppliers.
- Posted job vacancies on Job Street and handling interview appointment with the chosen candidates.

EDUCATION

Bachelor of Arts (English Literature) | 2018

- Graduated with Honor from Universiti Putra Malaysia.
- Majored in English Literature and minored in Bahasa Melayu & Penterjemahan (Malay Language & Translation).
- The study of English literature focused mainly on analysis, debate and critical theorizing about a large number of published works, be they novels, poems, plays or other literary works.
- The study of Bahasa Melayu & Penterjemahan (Malay Language & Translation) is focused on the literal or direct and indirect translation, subtitling, dubbing, video editing and translation skills.

LANGUAGES

- Malay Language | Native speaker
- English | Good

SKILLS

- Microsoft Office Word
- Microsoft Office Excel
- SDL Trados Studio
- SmartCat
- Sfera Studios
- Subtitle Edit
- Fast learner
- Writing
- Adaptability