

Pabodanee Chandrarathne

XB 3/4/3, Edmonton Apartments,
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PROFILE

A proven expert translator, proficient in English and Sinhala languages with more than 15 years of working experience, with the ability to use MS Office and DTP tools and other recognized translation tools and software.

EXPERIENCE

TRANSLATOR- CLASS I – 2010 OCT - PRESENT

MINISTRY OF PUBLIC SERVICES. PROVINCIAL COUNCILS AND LOCAL GOVERNMENT –
Colombo Sri Lanka,

- Translation and review of all official legal documents of the government
- Transcription of related content

SWORN TRANSLATOR - 2013 TO PRESENT

MINISTRY OF JUSTICE- COLOMBO, SRI LANKA

- Translation of Government Certificates and legal documents

OFFICIAL LANGUAGE FACILITATOR - (2018 TO PRESENT)

DEPARTMENT OF OFFICIAL LANGUAGES – COLOMBO, SRI LANKA

- Provide language facilities to all required parties when requested
- Review and proofread various documents including Marketing Materials EIAs, Construction Processes, Manuals, IT and Technical Documents
- Translation of Health related content, which includes Medical Devices, Implantations, Antental Cae, Pregnancy and Diabetic Care etc.

LANGUAGE EXPERT - (2019 - 2023)

PACTERA EDGE – Beijing, China

- Translation, Transadaptation and Review of a global financial platform on Smartling - Marketing, Legal, Finance
- Non production tasks which include organizing of transadaptation terminology, working on Jira tickets, queries and bugs, LQAs and Glossaries
- Attending weekly and bi weekly production and non production meetings with LE from APAC Region and EU Region

EDUCATION

**POST GRADUATE DIPLOMA IN
INTERNATIONAL RELATIONS 2007-
2008**

BCIS- COLOMBO, SRI LANKA

**BACHELOR OF ARTS (SP IN SOCIOLOGY,
ENGLISH AS A BY SUBJECT)
2002-2006**

**UNIVERSITY OF PERADENIYA, KANDY,
SRI LANKA**

**DIPLOMA IN TRANSLATION
2005-2006**

**CENTER FOR LANGUAGE
STUDIES- KANDY**

SKILLS AND ACHIEVEMENTS

- Became the 4th at the Open Competitive Examination to recruit the Translators to Government Translators' Service
- Smartcat
- Passolo
- Memsource
- Memo Q
- Jira

FREELANCE TRANSLATOR – 2005- PRESENT

- Translation of advertisements, marketing materials, tender notices and vacancy notices for Selacine Television Institute under Ministry of Mass Media
- Translation of Betting and Gaming Contents with Alconost.
- Translation of UI, Mobile Strings and legal content of Huawei, LG, Vivo and Microsoft Products, IT Content for websites and computer devices. Translations of all kinds including media files, training handbooks etc.
- Translation of Facebook, Whatsapp and Viber content
- Translation of Financial reports, Annual Reports of Government and Non Government Organizations
- Transcription, transcreation of various media files. Magazines, Subtitling using Subtitling software

Companies working/worked with –

Consortium for Humanitarian Agencies, Salacine, Pactera Edge (China), Pactera (Spain), US Aid, World Writers (UK), Advika Translations (India), Transperfect (US), Brahmaam (India), Language Consultancy Services (India), Ansh (India), Lionbridge (India) KnowledgeworksValuepoint (India), Utalk (UK), ABBY (Russia), Polyglot (Russia), Pactera EDGE (China), Alconost (Russia), All Global Solutions (USA), Language No Bar (India), Fideltech (India), Jeelingua (India), Language No Bar(India), Translation Gate (Egypt), Wordedge (India), The Locmasters (Egypt), Coral Knowledge (India), Words in Videos (India), EQHO (Thailand), Transperfect (US), Blueink Interactive Solutions (India), Moravia (India), Languedges (India), etc.

LINKS

<https://www.linkedin.com/in/pabodanee-chandrarathne-29182781/>

<https://www.proz.com/profile/1812550>