**Curriculum Vitae**

**Name:** V. Vidyalakshmi sankar

**Address for communication:**

H.No. 710, Sankar Nivas, Sankar Nagar, Neeramankara,

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**Mobile:** +91 9037001330

**Sex:** Female

**Nationality:** Indian

**Native language:** Tamil

**Academic Qualifications:**

1. Bachelor of science in Biochemistry , University of Madras (1998-2000)
2. CIC – IGNOU
3. 2D Animation

**Technical qualifications:**

Typing English – Higher

Typing Tamil – Higher

**Professional Experience:**

I have worked as a Pre-Editor from 2001 to 2003 in Scientific Publishing services, Chennai. Under went proof reading training for the job. I have worked in Tex, Latex, 3B2, XML etc. I have been doing translation work for the past five years for regular customers who send me work for the best quality I provide.

**Achievements:**

My translations can be seen as study materials in the following site:

<https://www.insuranceinstituteofindia.com/web/guest/ic-33-tamil>

**Services offered:**

1. Translation from English to tamil
2. Proof reading of English as well as tamil translated texts.
3. Voice over for Tamil as well as English
4. Subtitling
5. Localization
6. Editing
7. DTP Work

**My Charges:**

Translation without DTP & formatting – Rs.0.75 per source word

Translation with DTP & formatting – Rs. 1.00 per source word

Proof reading – Rs. 250 per hour

Voice over - Rs. 4000 per hour of output

**Areas of Translation:**

Medicine, Biology, Physics, Chemistry, Maths, Geography, Insurance, Advertisements, Banking, Journalism, Philosophy, Informed consent forms, questionarres, Press release documents etc.

**Languages known:**

To Speak – English, Tamil, Malayalam

To Read – English, Tamil, Malayalam, Hindi

To Write – English, Tamil, Hindi

**Major English to Tamil translation works:**

1. Different questionarres of around 100000 words.
2. Insurance book translation of around 45 pages for Eldorado academy and around 6000 words for CDAC.
3. Script translation of around 20000 words
4. Cookery book translation of around 20000 words.
5. Translation for E-learning project of around 150000 words
6. Manuals, brochures translation of around 2000 words
7. Article translation of around 5000 words
8. Survey translations of around 100000 words
9. AMC cookery book of around 20000 words
10. Diabetes blizzard of around 2000 words
11. Octaprint, geosansar, Nerolac, Coffee day, Nutroplan, Hindware, DHL advertisements
12. Consent form translations
13. Marketing questionaaires of around 80000 words
14. Website translations
15. Hindu rashtriya darshan- book translation of around 70 pages
16. Brochures for herbalife, jeevan ankur, nano, LPG, Silamina, etc.
17. Case study of around 5000 words done for ethirials, language aide.

**Back translation work:**

1. Back translation done for wordsmith.in of around 4000 words and for All translation services.

**Proof reading, Editing and review work:**

1. Proof reading done for companies like Travod, Wordsmith.in, Rohit features, Maatra global, Language direct, Five office ltd, May flower, Indo-arab multilingual etc.
2. Review done for Brahmam, Wordsmith.in etc.

**Transcription + Translation work:**

1. Transcription as well as translation work done for LCS of around 5000 words.

**Typing work:**

1. Typing work done for Cutting edge Translation services and Five office Ltd.

Thanks

V. Vidyalakshmi sankar