**Monika Saraf**

425-647-0121

monika.saraf@gmail.com

<https://www.linkedin.com/in/monika-mahajan-s-9097a9110>

[www.anuvaadika.com](http://www.anuvaadika.com)

https://www.proz.com/profile/2243572 Dec,2017

Seeking opportunities as a Translator and Localization Professional. Open to part time or short-term projects, in case full time opportunities are not available. Have the Employment Authorization Document (EAD) for working in the USA.

Have acquired reasonable translation experience as a volunteer at www.khanacademy.org, TED Talks and Translators without Borders. I am also an on demand translator on Amara. I have completed a translation project with 95 k words for Translators without Borders. I am working as a freelance translator with ten global agencies for the last one and half years.

**Skills, Knowledge and Abilities:**

* Strong oral communication and presentation skills.
* Excellent at PC applications.
* Proficient in MS office.
* Familiar with GTT, Aegisub, Subtitle Editor, Amara, Sfera.

**Professional Experience:**

* Freelance translator working with ten global agencies.
* Translated (3k min.) all five seasons of a Netflix TV serial.
* Translated/reviewed 600 minutes of videos as On Demand Amara team member.
* Translated user manuals.
* Attended harmonization meetings.
* Translated/reviewed questionnaires for health and beauty products.
* Translated Amazon, Sony, Netflix and Universal serials/movies.

**Volunteer Experience**

* Translated/reviewed a 95k words project on Ecancer for TWB.
* Translated 17 talks on TED Talks.
* Translated 50 videos on Khan Academy.

**Events**

* Attended TEDx Mile High as a translator.
* Selected to attend TEDWomen 2017 as a translator.

**Qualifications**

* Qualified the Hermes Test for Netflix Hindi translator.
* IELTS scored 8 band.
* Completed Localization Essentials course on Udacity.
* Completed Managing small projects course on Lynda
* Completed Project Management Simplified on Lynda
* Completed Project Management Fundamentals course on Lynda
* Completed Team Work Fundamentals course on Lynda

I shall be happy to provide more education, work related information if needed. Unfortunately, I cannot disclose the names of projects or other companies I work for because of non-disclosure agreements.