

Curriculum Vitae of  
**Md Ziaur Rahman**

**Contact Information:**

Address Village + Post: Betuan  
Thana: Vangura, Dist: Pabna.  
Bangladesh  
Cell Phone +8801712-280186  
Email ziaur1052@gmail.com

**Personal Information:**

Date of Birth 07 November 1984  
Place of Birth Pabna, Bangladesh  
Citizenship Bangladeshi  
Sex Male  
Native Language Bengali

**Language and Services:**

- ☐ English to Bengali: Translation, Proofreading, Transcription, Subtitling, Software and Website Localization
- ☐ Bengali to English: Translation, Proofreading, Transcription

**Education & background:**

Bachelor and Master of Business Administration  
Certificate in Information and Communication Technology

**Professional experience:**

Teacher in English at the Secondary School level during 2009 – till now.  
Freelance Translator since 2009

**CAT tools used:**

MS-Word, Excel, PowerPoint, Open Office, Adobe Acrobat, Okapi Olifant, Wordfast, Crowdin, Bijoy, Avro, Adobe Photoshop, Adobe Illustrator and others

**Freelance Highlights:**

Assurance of timely delivery of projects  
Maintenance of accuracy and completeness  
Supporting multiple formats of documents  
Experience on versatile area of services and fields  
Emphasis given on reliability  
Negotiate competitive rates

**Fields of Specializations:**

Accounting, Finance, Creative writing, Translation, Transcription

**Professional Membership:**

Members or Registered user of a number of translation related sites and organizations including [www.proz.com](http://www.proz.com), [www.translatorscafe.com](http://www.translatorscafe.com) and others.



(Md. Ziaur Rahman)

Signature