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Curriculum Vitaé

of

Khandaker Mehedi Hasan

DoB: 2nd December 1985



Summery: More than 12 years of colorful experience of serving in INGOs, Embassy and High Commissions such as the U.S. Embassy-Dhaka, Department of State, Department of Justice, Department of Energy of the U.S., Canadian High Commission, FAO of the UN, UNODC, GIZ Bangladesh, DW Akademie as a freelance consultant.

Professional Skills: Interpretation (all types), Translation, Localization, Project Management, Language Training, Admin & Logistic support.

Accomplishments:

- Rendered **interpretation** service in approximately **100 Law Enforcement related training programs known as Global Anti-Terrorism Assistance (GATA)** funded by the U.S. Government (Department of State) attended by hundreds of Bangladesh Police, many Military and other Government as well as private sector Officials.
- Provided **interpretation** service in **approximately 50 training on Prosecution & Legal proceeding, Cyber Crime & Money Laundering topics** organized by Department of Justice of the United States organized by U.S. Embassy-Dhaka
- Assisted visa officer(s) in more than **500 Immigration interviews and approximately 100 site visits as interpreter and localization professional** for different Immigration applications related **background and employment verifications for Immigration, Refugees and Citizenship Canada (IRCC)**.
- Worked as **Project Manager** for approximately **70 interpretation and Translation projects** both in country and abroad for **Entiendo Professional Consultants (EPC)**.
- Assisted in **hiring and training** of approximately **50 interpreters** and supervised during different interpretation projects.
- Facilitated and conducted more than **50 training sessions** all together (one-to-one/small group English Language training for professional, small group, Interpreters' training).
- Translated more than **700,000 words (Bengali<>English)** that includes documents like Medical brochure, Law enforcement Hard and Soft skills related Training Manuals, Government Gazettes, Bank documents, UN Officials' speeches, Veterinary Training Manual, etc. and many more.

Current Client list:

- Canadian High Commission to Bangladesh
- The U.S. Embassy – Dhaka
- GIZ Bangladesh (Climate Cluster – ICICF Project)
- The Elite Asia Singapore
- Entiendo Professional Consultants

Professional Experiences:

- 1) Contractual Consultant (Simultaneous Interpreter & Translator) for **UNDESA/UNCDF** from 22nd February to April 2021
- 2) Served as Contractual Field Associate (**Interpreter & Translator**) for **Management System International (MSI)** under USAID in Obirodh (Road to Tolerance) Project since May 2018 to December 2019. (Need basis)
- 3) Served as on demand **Medical/JCI Audit Interpreter and medical document translator** for **Evercare Hospital Dhaka (previously known as Apollo Hospital Dhaka)** from 2014 to 2020.
- 4) Served as Full Time Consultant (Translator/Interpreter) for **Food and Agricultural Organization (FAO) of United Nations (UN) under ECTAD project** from June 2015 to April 2017.
- 5) Served as Contractual Language Consultant for **GIZ BD** in **Rule of Law program** from April 2014 to June 2015.
- 6) Served as Contractual Partner for **Deutsche Welle (DW) Akademie** from November, 2014 to June 2015.
- 7) Contractual Language Consultant of **Entiendo Professional Language Centre (EPLC)** from 2011 to 2015.

Professional Training : a) Basic Security in the Field by UNDSS
b) Advance Security in the Field by UNDSS
c) Security Awareness Training (SAT) by UNDSS
d) ToT on Adult Learning by ECTAD-FAO of the UN
e) First Aid and Seismic Training by UNDSS

Academic excellence : a) M.A in Applied Linguistics & ELT, Grade 3.52(scale 4.00), Jahangirnagar University, 2008 (Exam held 2010)
b) B.A. (hons.), Grade 3.42 (scale 4.0), Jahangirnagar University, 2007 (Exam held in 2009)

Computer Skills : MS Office, Outlook, Bangla typing using AVRO

Language skills : Bengali – Native
English – Fluent in all four type skills (IELTS GT band 7.5)
Hindi – Fluent in both listening and speaking.

Voluntary services : a) Coached students on cricket and badminton sports technics and helped them thinking as a team for Zia Hasan International School.
b) Trained elementary level school teachers on basic English language skills for Zia Hasan International School.

Extra-Curricular activities: Former cricketer of National School Cricket League, University English Department team and Tangail District First Division Cricket League.