

# Resume

**(I can translate anything into Tamil and English)**

## Identity

Name: Vijayalakshmi Srinivasan  
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## Specialised subjects

Translations: English to Tamil; Tamil to English and Hindi to English & Tamil  
Specialized areas: Healthcare, medical/life sciences, governmental functions, Education and legal.

## On the Internet

E-mail: vijaya602009@gmail.com

## Professional experience

Content Translator/Reviewer 2000–present  
*Part-time/freelance*

- Able to translate anything in English<>Tamil and Hindi>English in all domains, especially brochures, policies, web sites, advertisements, user manuals and computer-based training materials.  
**Have wide-ranging translation experience** in almost all domains barring technological and engineering subjects. I have expertise in localization of everything in my language pair as I am not only a TLE and QA but also well aware of the culture and heritage of the targeted people. I have experience and expertise in Life Sciences and Clinical Subjects besides health care and cosmetics. I have also experience in all matters related to governments and their activities and I am a trusted translator by many governmental agencies. I also lend my voice for dubbing as well as any voice over projects that need my voice in the pair English-Tamil.
- Have expertise also in translations of documents pertaining to Corporate Houses, Big Charity Institutions and Business Conglomerates.
- I have sufficient experience in transcreation as well as a LQA/SME.
- Experience in translating, transliterating, editing/reviewing, proofreading, as well as voice over between the following **language-pairs**: English/Tamil (both ways), Hindi/English, and Hindi/Tamil. I do have experience in Language training and teaching as well as Market Research and Analyses.
- I have earned kudos from ProZ.com for helping them in building their glossaries.

## Projects

- Have successfully completed more than 145 major translation projects, ranging from an average of 5500 words to as large as 2,15,555 words. Besides, I had been associated with 1255 minor projects. Till date the total translated materials consist of 60,25,758 words.

## Qualifications

- Bachelor of Arts in English, History, Politics and Tamil from University of Calcutta
- I am a native Tamil

## Working method

<i>Office applications</i>	<i>Latest Microsoft Office</i>
<i>Media tools</i>	<i>Adobe Photoshop, Adobe Acrobat</i>
<i>CAT tools</i>	<i>Idiom, SDLX, Trados, MateCat, MemoQ, Wordbee</i>
<i>Operating Systems</i>	<i>Windows 10</i>
<i>Internet</i>	<i>DSL Wi-Fi high speed connection</i>
<i>Systems</i>	<i>Desktop and Laptop</i>
<i>Accessories</i>	<i>Printer, scanner, microphone, headphone</i>