



## CURRICULUM VITAE



**MD. MASUD HOSSAIN** GMT +06:00

### PROFILE

A professional, multi-skilled, reliable, and talented resource with a proven track record of 10+ years in diversified niches and handled more than 10000K words till date. Clear and prompt communication along with the awareness about the diversity and multicultural issues keep the customers in a comfortable zone. High adaptability with the cutting-edge technologies makes me one of the best translators in my language pairs.

### CONTACT



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### PROFILE LINKS



<http://www.proz.com/profile/1863794>



<https://www.upwork.com/o/profiles/users/~01b200a87c07dcb988/>



<https://www.freelancer.com/u/masudhossain?w=f>

### EDUCATION

<b>MBA</b>	Management Studies, Dhaka University, Bangladesh
<b>MSc</b>	Institute of Forestry and Environmental Sciences, Chittagong University, Bangladesh
<b>BSc (Hons)</b>	Institute of Forestry and Environmental Sciences, Chittagong University, Bangladesh
<b>Banking Diploma</b>	Institute of Bankers, Bangladesh
<b>Diploma in Computer Studies</b>	Chittagong City Corporation Computer College, Chittagong, Bangladesh
<b>Web Design</b>	Certified Course, Dhaka University, Bangladesh

### LANGUAGE PAIRS

- ENGLISH <> BENGALI (Bangla) [BD and IN]
- ENGLISH <> SYLHETI
- ENGLISH <> ROHINGYA

### SERVICES

- Translation
- Proofreading
- Transcription
- Transcreation
- Voice-over
- Articles & Blogs

### EXPERIENCE

- 10+ Years

### AREA OF EXPERTISE

- |                |                       |                  |
|----------------|-----------------------|------------------|
| ▪ Legal        | ▪ Website             | ▪ Education      |
| ▪ Localization | ▪ Apps                | ▪ Science        |
| ▪ Medical      | ▪ Marketing           | ▪ Forex          |
| ▪ Business     | ▪ Blogs               | ▪ Policy         |
| ▪ Banking      | ▪ Video-Games         | ▪ Certificates   |
| ▪ Finance      | ▪ e-Learning          | ▪ Land documents |
| ▪ Insurance    | ▪ Cultural adaptation | ▪ Betting        |
| ▪ Environment  | ▪ Technical           | ▪ Others         |

### CAT TOOLS

- SDL Trados 2019 [Licensed]
- Wordfast Pro (3.4.14) [Licensed]
- SmartCAT
- Memosource
- Wordbee
- Crowdin
- Matcat etc.

### DAILY CAPACITY

- Translation: 4000-5000 [depends on the nature of texts]
- Proofreading: 4000-8000 [depends on the quality of translation]
- Transcription: 20-30 minutes
- Voice-over: Depends on the requirements



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### EXPERIENCE - TRANSLATION & PROOFREADING

#### Niches

#### Task Description in Brief

#### Names of the Major Organizations

##### Legal

- Policy, Acts & Regulations, SRO, Circulars etc.
- End User License Agreement [EULA]
- General Data Protection Regulation [GDPR]
- Inspection report, Verdict, FIR, Police reports
- Land documents, Certificates, Forms, Letters etc

- GIZ
- Govt. of Bangladesh
- Samsung
- Micosoft
- Embassy of Switzerland
- Department of Immigration & Border Protection, Govt of Australia
- Cam Scanner
- Different County Councils
- Different courts of US & UK

##### Websites & Apps

- General Web contents
- E-commerce, Product Description
- Promotions, Push-notifications, Messages etc.
- User Interface (UI), User Experience (UX)
- Blogs, Aticles, Social Media Contents, Chats

- Google
- One Drive
- Vodafone
- Hike Messenger
- Freelancer.com
- Salam Browser
- Microsoft
- SingTel
- Telenor
- Nokia
- Bikroy.com

##### E-Learning & Education

- Educational Contents
- Employee Training Modules
- School forms, letters and other contents

- Chevron Bangladesh
- GlaxoSmithKline
- Dhaka Ahsania Mission
- TESS-India
- Metlife
- Axiata
- Shell Singapore

##### E-Learning & Education

- Educational Contents
- Employee Training Modules
- School forms, letters and other contents

- Chevron Bangladesh
- GlaxoSmithKline
- Dhaka Ahsania Mission
- Detroit Public Schools
- Boston Public Schools
- TESS-India
- Metlife
- Axiata
- Shell Singapore
- Arlington Public Schools

##### Medical

- Clinical Trials, Patient Consent Forms
- Data Sheets, Bulletins, Awareness Brochure
- Data Sheets, Marketing Contents
- Questionnaire, Immunization Forms etc.

- World Health Organization (WHO)
- National Health Service (NHS)
- NYC health + hospitals
- Novartis
- MetroPlus ([www.metroplus.org](http://www.metroplus.org))
- Archigen Biotech Limited
- Barts Health NHS Trust
- Sanofi Aventis
- Himalaya

##### Betting

- All the contents of the site.

- 1xBet websites
- 1xBet Applications

##### Development Organizations

- Study Materials, Questionnaires
- Policy
- Plans, Guidelines
- Manual and Guide Preparation

- Swiss Red Cross
- SERAC Bangladesh
- UKAid
- United Nations Development Programme (UNDP)



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### EXPERIENCE - TRANSLATION & PROOFREADING (Cont...)

#### Niches

#### Task Description in Brief

#### Names of the Major Organizations

##### **Banking & Insurance**

- Annual Reports, Brochures, Training Materials and other documents

- Islamic Development Bank (IsDB)
- Metlife
- Standard Chartered Bank
- Payoneer
- Society for the Worldwide Interbank Financial Telecommunication (SWIFT)
- Other Local Banks

##### **Certificates & Forms**

- Marriage and Divorce Certificates
- NID, Passport, Birth and Death Certificates
- Trade License, Driver's License
- Utility Bills, Immunization forms
- Property documents and agreements

- Different embassies, companies and individuals

##### **Marketing & Media**

- Labels, Brochure, Adds
- Leaflets, Posters, Messages
- Press Release etc.

- Himalaya
- Johnson & Johnson
- All-Out
- NHK-World, Japan

### EXPERIENCE - TRANSCRIPTION

##### **Audio Transcription**

- Bengali to Bengali/English transcription
- Sylheti to Sylheti/ English transcription
- Rohingya to Rohingya/ English transcription

- US Federal Prison
- Different NGOs working with Rohingya people
- Other companies

### EXPERIENCE - VOICE-OVER

##### **Voice-over**

- Commercials and training videos

- Amantel
- Hotlink
- Shikkhok.com

#### **REFERENCE**

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