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Personal Profile

A level 1 and 3 qualifications in Community Interpreting and working towards a Diploma in Public Service Interpretation (DPSI) level 6 with awarded certificates in three units of five. Experienced in providing Interpreting and Translation services to speakers of Bengali and Sylheti, covering legal, health, mental health, housing, Education and Social Services. Sound knowledge of Law from previous education and fourteen years spent working in a legal environment. Additionally, possess good knowledge of the banking sector. Translated millions of words in thousands of documents. I am hard working and have a 'Can Do' determinations in meeting the deadline.

Key Skills and Competencies:

- Translated thousands of documents like Social Workers' assessment, the Police documents, proceedings, orders, ad-interim orders, Judgements and verdicts, Immigration documents, NHS documents etc.
- Good reputation of professionalism and expertise in face-to-face (Simultaneous, Whispering and Consecutive) and Telephonic interpreting;
- Able to build a positive rapport with clients respecting their confidentiality;
- Ability to stay calm in a crisis and resolve the problems quickly;
- Able to use Microsoft Word and Excel, internet browsing, e-mailing, translating tools.

Relevant Employment history:

- Working with DA Languages Ltd, thebigwords, Oncall, Capita TI, East London Law Chambers, Multi Languages Interpreting Services, Jonckers and Lexicon Linguistics as a freelancer;
- Have Enhanced DBS checked certificate and registered with online DBS check;
- Possess 23 years of experience in Translation and 7 years in Interpreting;
- 14 years of legal background in Bangladesh;
- Worked for the largest commercial bank in Bangladesh for nine years. Carried out all the daily transactions, description of products, materials and related activities in English.
- Achieved Community Interpreting level 1 and 3 certificates;
- About 5000 hours in interpreting for the agencies mentioned above have been carried out with reputation and positive feedback.
- **Translated millions of words for several agencies based in the UK, USA and European Union;**
- **Transcribed about 4 thousand minutes for Ministry of Justice, Police and Solicitors' firms based in the UK.**

Volunteered:

- Worked as a volunteer for a couple of youth organisations in Bangladesh;
- Worked as a forefront activist of local and national organisations and a political party in Bangladesh;
- Reporter for a Bengali news weekly (UK);
- Interpreting and Translation. (UK);

Academic Qualifications and Training:

- Awarded with Community Interpreting Level 1 and 3 (UK);
- Certificated in 3 out of 5 units in Diploma in Public Service Interpretation (DPSI) Level 6;
- Bachelor of Arts – 1979, (Bangladesh);
- LLB - 1987 (Bangladesh).

References are available on request.