



# Sonam Tsewang

Translator

## Profile

Highly skilled and experienced Translator with a strong background in translating Legal Documents in English, Spanish, German, French, and Italian. Bringing forth an excellent command of these languages, and a track record of impeccable proofreading, editing, and translating. Adept in accurately assessing the context of material, and translating it in an understandable and appropriate way. Highly skilled in Legal Terminology and Processes, helping clients to better understand their rights and position. Bringing forth a positive work ethic and a commitment to efficiency and integrity.

## Employment History

### Translator at Sonam Tsewang, Mumbai

March 2016 – September 2019

- Provided consultations for clients to assess their project needs and goals.
- Utilized subject matter expertise and Legal Knowledge to offer the most detailed and efficient translations possible.
- Effectively used Translation Software to expedite project delivery and ensure accuracy.
- Consistently adhered to the principles of the Association of Translation Companies.
- Performed in-depth review of texts and made edits and changes where necessary.
- Created presentations for in-person and online viewing purposes.

### Translator Assistant at Sonam Tsewang, Mumbai

January 2014 – January 2016

- Assisted the Head Translator with daily tasks and duties as needed.
- Supported the customer service goals of the courthouse by offering excellent translating assistance.
- Led three-way telephone calls when necessary and translated pertinent information to each party.
- Provided quality control over documents as required.

## Education

### Intermediate, Mahabodhi Residential school, Ladakh

March 2004 – January 2014

### Master of Linguistics, Kent State University, Kent

September 2012 – May 2014

## References

Dwight Rosen from South Myra Courthouse

## Details

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9469586857

[tsewangsonam678@gmail.com](mailto:tsewangsonam678@gmail.com)

Date / Place of birth

01/01/2001

India

Nationality

Indian

## Skills

Excellent Oral and Written  
Communication Skills

Time Management Skills

Knowledge of Legal  
Terminology and Processes

Client Confidentiality

Translation Software

Interpretation Skills

## Languages

Spanish

English

French

Italian

German