

Curriculum Vitae

Name: *Mohammad Arshad Raza*

Address: H-2 Third Floor Church Compound, Sukhdev Vihar, Okhla, New Delhi
Pin Code: 110025

Permanent Address: Baragaon Amjadi Road Ghosi, District Mau, Uttar Pradesh, India
Pin Code: 275304

WhatsApp +91 7703987405

Alternate No: +91 9540212708

Skype ID: live:.cid.32763fc8fe015911

Email Address: arshadrza011@gmail.com

LinkedIn: <https://www.linkedin.com/in/arshad-raza-4404a9196/>

Translators Café: <https://www.translatorscafe.com/cafe/profile/Languages.asp>

Proz.com: <https://www.proz.com/profile/2907841>

TM-Town: <https://www.tm-town.com/translators/edit>

Translators without Borders:

<https://trommons.org/61486c4d464430566a37444a5a65367a525146655a513d3d3a3abcca3b257688e111f>

[7a98108b5e7feea/key/](https://www.translatorscafe.com/cafe/profile/7a98108b5e7feea/key/)

One Hour Translation: <https://www.onehourtranslation.com/dashboard/>

Sex Male | Nationality *Indian*

Native Languages: *Hindi & Urdu*

Areas of activity:

Services				Language Pairs	Daily Output
Translation	Proofreading	Editing	Reviewing	English>Hindi	3000-5000 words
Translation	Proofreading	Editing	Reviewing	English>Urdu	3000-5000 words
Translation	Proofreading	Editing	Reviewing	Hindi>English	3000-5000 words
Translation	Proofreading	Editing	Reviewing	Urdu>English	3000-5000 words

					words
Copywriting		Editing	Reviewing	English>Hindi	1000-2000 words
Copywriting		Editing	Reviewing	English>Urdu	1000-2000 words
Copywriting		Editing	Reviewing	Hindi>English	1000-2000 words
Copywriting		Editing	Reviewing	Urdu>English	1000-2000 words
Trans-creation				English>Hindi	1500-2500 words
Trans-creation				English>Urdu	1500-2500 words
Trans-creation				Hindi>English	1500-2500 words
Trans-creation				Urdu>English	1500-2500 words
Subtitles	Proofreading	Editing	Reviewing	English>Hindi	20-40 minutes
Subtitles	Proofreading	Editing	Reviewing	English>Urdu	20-40 minutes
Subtitles	Proofreading	Editing	Reviewing	Hindi>English	20-40 minutes
Subtitles	Proofreading	Editing	Reviewing	Urdu>English	20-40 minutes
Voiceover	Proofreading			English>Hindi	5-15 minutes
Voiceover	Proofreading			English>Urdu	5-15 minutes
Voiceover	Proofreading			Hindi>English	5-15 minutes
Voiceover	Proofreading			Urdu>English	5-15 minutes
MTPE				English>Hindi	5000 words
MTPE				English>Urdu	5000 words
MTPE				Hindi>English	5000 words
MTPE				Urdu>English	5000 words
Game Localization				English>Hindi	2000-3000 words
Game Localization				English>Urdu	2000-3000 words
Game Localization				Hindi>English	2000-3000 words
Game Localization				Urdu>English	2000-3000 words
Interpretation				English>Hindi	
Interpretation				English>Urdu	
Interpretation				Hindi>English	
Interpretation				Urdu>English	
Transcription			Reviewing	English>Hindi	20-40 minutes
Transcription			Reviewing	English>Urdu	20-40 minutes
Transcription			Reviewing	Hindi>English	20-40 minutes
Transcription			Reviewing	Urdu>English	20-40 minutes

Note: capacities described in the above table means only anyone of them can be executed in a day not all of them at the same time.

Areas of specialization: IT, E-commerce, Marketing, Marketing Research, Life science, Manufacturing, Tourism, Agriculture, Literature, Law, Economics, Banking and Finance, Environment and Ecology, Game, Religions, General Science, etc.

CAT Tools: SDL Trados Studio, memoQ, Memsource, Wordfast, Déjà Vu, MateCat, SmartCAT, XTM Cloud, MetaTaxis, Translation Workspace, etc.

Availability: Full time i.e. 7 days in a week.

My Journey: I was fortunately born in a country which is well known for a unique diversity that enriched me socially, culturally and educationally a lot. It gives me ages over others who are not that much closely associated with various lingo- ethical and socio-religious diversities. I am a native Hindi and Urdu Indian and possess native fluency in reading, writing and speaking English as well as have a good command over Arabic language because I got admitted and started my first day of learning in such an institute where Hindi, Urdu, English and Arabic languages are mandatory subsidiary subjects for every admitted student. Students have to select language after language on year after year basis. I hold (B.A. Pass) degree with the subjects of English, Urdu and Arabic literatures. I hold Master degree in Arabic literature. I have attended several workshops on different issues and have got awarded certificates. I have extensive working experience in the field of translation, localization and academia as well.

I have been a freelancer since the beginning and never employed. I started my career as a content developer for Delhi based several coaching institutions which are providing tuitions as well as study materials both in Hindi and English for different competitive exams including All India Civil Services, States Civil Services, Bank Probationary Officer, Institute of Banking Personnel Selection, Staff Selection Commission, and Railways services etc. I had been part of the content developing teams of several institutions for their distance mode programs.

In 2013, I established myself as translator and have translated the contents of almost all major subjects including current affairs and news events but pure Physics, Chemistry and Mathematics. I have been working as a Translator, Editor, Reviewer, Proofreader and Copywriter for several national & international translations agencies and companies for over a number of years. Now I am here offering my expertise to you. Surely excellent quality work within a committed time frame is guaranteed is my tagline.

I have translated a number of books in different pairs such as “Look at Me! I’m Learning Hindi” (English to Hindi) for a Chinese client, “Fellow Animals” (English to Urdu) for a UK based translation agency, “Haulail Asdequai” (Arabic to Urdu) for a Malaysian translation agency and “Number Matter”, based on learn with play English to Urdu book.

- Look At Me: (English to Hindi) This is a syllabus book to teach Hindi.

-Scan Docs: (Urdu to English) Containing ancient Ayurvedic and Unani medicine formulas.

I have already translated and trans-created a huge volume of marketing contents for a number of products of several online platforms. Contents like advertisements of beauty products, aerated drinks, regions and countries specific cousins as well as products based description of electronic items, medical equipment and UPI interfaces etc.

I have also translated a number of manuals of Automobiles as well as product base descriptions and advertising contents for many automobile products such as Jaguar, Honda, Toyota, Chevrolet, Ford and Mercedes-Benz, Volkswagen, Mazda, Suzuki etc. I am consistently receiving translation projects, containing articles and research papers related to alternative fuels vehicles such as solar and electric vehicle industries and their developments. Apart from civilian vehicles I did translate a huge volume of contents specifically related to the armed vehicles used for defense purposes.

Market Research: I have translated some Guide and Templates under different titles about how to do market research. I have some regular clients whose contents are based on market research. Although the contents are mostly small in size yet these are regular work and I have a well-acknowledged working experience in this domain.

I have been working as freelance interpreter in dozens of multispecialty hospitals in the NCR and other metropolitan cities of the country. I have been working as an authentic translator for several national and international companies and agencies in this particular domain since 2013.

Often I am invited in courts by clients to read the court documents written in Urdu during the British Rule in India. I have depth knowledge of law and legal technicalities. I have translated almost all kinds of contents in this domain. I deal with it in all three English, Hindi and Urdu languages.

Languages known: *Arabic, Chinese, English, Persian, Bengali, Hindi, Punjabi and Urdu.*

EDUCATIONAL QUALIFICATION:

Class X-	(1997) from UP Board of Madrasa Education, Lucknow
----------	--

Class XII-	(1999) from Board of Arabic and Persian Examinations Uttar Pradesh
B. A. (Pass)-	(2005) - Subjects- English (A), Arabic (B) and Urdu from V.B.S Purvanchal University Jaunpur U.P.
M.A(Arabic)-	(2009) From Jamia Millia Islamia, New Delhi

OTHER THINGS: Attended the workshops conducted by the ‘NorthCap University’ in two days Advance Regional Workshop on Biological Diversity Laws.

COMPUTER SKILLS: Working knowledge of MS Office, MS Excel, Paint, Photoshop, Adobe, and Power Point etc.

Extracurricular Activities: Playing Football and Badminton.

Strengths: Working in a friendly environment with perfection and patience. Always ready to face competitions and take feedback with positive attitude.