# **SUPRIYA DIXIT**

# TRANSLATOR: English <=> Hindi

A professional language services provider and a highly passionate language enthusiast with not only 6+ years of experience but also a constantly escalating learning curve and performance. During her translation journey, she has diversified her exposure not only in the sub-categories of translation, but also in 15+ domains and sub-domains, and counting. Her professional journey has been rich in learning and working with the best clients and agencies, living up to their expectations and being appreciated and considered. She keenly looks forward to the endless joy of learning and exploration, honing her skills, and striving to exceed the client's expectations with her work.

# A GLIMPSE INTO THE PROFESSIONAL EXPOSURE

# FREELANCE LANGUAGE SERVICE PROVIDER - Translation and Proofreading

Jun '14 - Present

#### **GENERAL TRANSLATION**

- Processing files ranging from 100 30,000 words in a wide range of domains and formats
- Possess a volume capacity of 3000-4000 words per day depending on the content's complexity
- Functioning in 15+ domains and their sub-domains
- Delving deep into the source content by going through it at least 3-5 times
- Grasping the **purpose**, type, **tone**, and **style** of each piece as per its domain
- Establishing active communication with the project manager or the client for clarity on their requirement
- Translating the source text into the target language as per the project's necessity
- Transliterating and localizing the content to adapt it according to the target audience
- Probing various sources on the topics, concepts, and terminology covered in the provided content
- Scrutinizing the finished file in 2 rounds for any required corrections before sending it to the client

#### MTPE (Machine Translation Post-Editing)

- Catering to the client's MTPE request, usually in case of high-volume projects (>20, 000 words)
- Executing high-volume assignments comprising around 60,000 2,60,000 words
- Inspecting the source document and identifying the essence of the content
- Eliminating errors in the machine-translated document wherever required
- . Modifying the content of the MT draft to align it 100% with the content, information, and tone of the original one
- **Escalating queries** and **concerns** regarding the content or style, wherever applicable
- Aligning the formatting and presentation of the source and translated drafts
- Conveying detailed inputs and suggestions regarding the structure, flow, and transparency of the translated content, mitigating
  90% risk

#### **AUDIO AND VIDEO TRANSLATION**

- Managing audio and video files translation ranging from 10 60 minutes
- Translating more than **10 types** of digital content like educational **lectures**, **interviews**, **online course modules**, **sermons**, and more.
- Accelerating the process by transcribing the content in the source file directly into the target language
- Converting the source transcript or subtitles file, if provided, into the target language
- Examining the provided source content against the audio or video file for understanding and accuracy
- Incorporating localization, interpretation, and transliteration wherever needed to adapt to the target audience
- Researching and analyzing unknown concepts and words to retain the context of the file

#### **SUBTITLES TRANSLATION**

- Handling short films, documentaries, interviews, full-length films, and other entertainment content
- Processing **E-Learning Modules**, motivational content, **online educational course**s, and episodic series as well
- · Composing subtitles directly in the target language while listening to the source video, reducing 50% time
- Comparing the source transcript/subtitle file, if provided, against the video to examine various aspects of its contents
- Articulating the subtitles in the target language, keeping the essence intact
- Observing the technical requirements: total characters, characters per second, minimum and maximum screen time
- Including **native** idioms, **phrases**, and **references** to localize for the target audience
- Conducting the time-coding and synchronizing them with the audio playing in the video file with 100% precision
- Reviewing the quality before delivering the final translated subtitle file to the client

#### PROOFREADING AND COPY-EDITING

- Proofreading Hindi translations of documents, books, manuals, letters, and educational material against their English versions
- Determining whether the sense, tone, purpose, and information of both versions are in sync with each other
- Screening the content for grammar, punctuation, and spelling errors
- Investigating the overall flow and connectivity among different parts of the translated draft
- · Assessing the suitability of words and phrases used and offering suggestions for improvement
- Highlighting the loopholes in the narrative and bringing them to the client's attention

#### **NOTEWORTHY ASSIGNMENTS**

#### **PERKINS INDIA through YASHVI TRANSLATIONS**

Jan '22 - Present

#### Website content translation

Translation of articles, reports, and miscellaneous content from English to be published in Hindi. Some work links are as follows:

- https://cutt.ly/4NUcbcn
- https://cutt.ly/INUcEv2
- https://cutt.ly/BNUcOmt

#### **SNAGMOZHI SOLUTIONS PVT. LTD**

Jan '22 - Jun '22

#### **Video Subtitles Translation**

- Translated the subtitles of more than 300 minutes duration videos, mainly comprising online education courses
- Through this organization, I got to work for 10+ distinguished educators and influencers in India and abroad
- For instance, Investment Tracking by **Ankur Warikoo**

#### **ONE ENCHANTED KISS - Amanda Mariel**

Oct '21 - Dec '21

#### **Book translation - English to Hindi**

Word count: 16955 Words ISBN e-book: 9788835432913 ASIN e-book: B09NQJH5CN

**Bookstore: Link** 

### **ZOO DIGITAL (https://www.zoodigital.com/)**

Oct '21 - Dec '21

#### Full length film subtitles translation

- Translated the subtitles of the film "Monday" from English to Hindi 48 hours prior to the deadline
- This 1 hr 58 min film is streaming on Amazon Prime Video

#### **KEY ACCOMPLISHMENTS**

- Recently completed an Urdu Hindi to English translation assignment comprising around 150 minutes of confidential diplomatic interviews within 10 days
- Received the client's appreciation for high quality and accuracy by getting paid 25% higher than what I had quoted
- Localized **Uber App** for Indian audience
- Retained 96-98% accuracy resulting in the agency's client demanding to work directly with me
- Worked with Indian and International clients and influencers
- Copy-edited a manuscript to such satisfaction to the client that he paid about 18% higher than the original rate

#### **KEY SKILLS**

**Hindi & English translation Human translation MTPE Books Articles Academic Manuals** Interviews Letters **Notices** Guidelines **Subtitles Apps** Research Website Audio & Video

<u>DOMAINS:</u> General, Banking, Finance, Education, Business, Science, Biology, Chemistry, Government, Public, NGO, Medical (General), Health & Welfare, e-learning, Religion, Spirituality

**Editing & Proofreading** 

## **TECHNICAL SKILLS**

Matecat • The Free Dictionary • Memsource • Wordfast • MS Excel • MS Word,

#### LANGUAGES KNOWN

HINDI - Native
 Dialects - Cosmopolitan, Shuddha Hindi, Khadi Boli, Urdu Hindi

ENGLISH - Proficient (C2)
 Accents - US, UK

#### **EDUCATION**

MA - English Literature, Devi Ahilya Vishwavidyalaya, Indore

Mar '13 - Mar '16