

HUZAIFA SAEED

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Objective

Dedicated Urdu, English & Chinese translator with years of experience working in professional and scientific communities. Exceptionally accurate translation skills, including simultaneous translation between all parties during teleconferences and in-person meetings. Diverse translation work including proprietary scientific materials and large-scale executive organization documents. Within miscellaneous, senior Urdu, Chinese & English Translator and outstanding performer in an organization and team building.

Experience

Nov 2019 - Present **Sinohydro Corporation Limited** **Mangla**

Translator

- Translate written and verbal communications.
- Serve as on-call translator for teleconferences as required.
- Provide review and verification of translation work as required, including materials created by third-party translation services.

Apr 2018 – Nov 2019 **Power Construction Corporation of China Ltd.** **Islamabad**

Translator

- Translated communications between Urdu and Chinese-speaking parties as required.
- Authored informational booklet of common phrases and cultural mannerisms to help colleagues during international communications.
- Received Outstanding Employee recognition.

Feb 2018 – Apr 2018 **China State Construction Corporation Engineering Ltd.** **Zahirpir**

Translator

- Performed various translation and interpretation duties Urdu, English & Chinese, including writtentexts, localization, and live speaking presentations.
- Translated text projects, including legal documents, website content, and corporate reports.
- Provided interpretation and transcription services as needed by corporate clients.

Jan 2015 – Jan 2018 **Shenyang Aerospace University** **Shenyang, China**

Translator

- Completed an array of services bring English-language material to Urdu & Chinese-language market,including translation, transcription, interpretation, and more.
- Stayed current with latest language idioms and cultural references to allow for hyperrealistic translations for modern publications.
- Provided personal translation services for clients

Education

2014 - 2018 **Shenyang Aerospace University** **Shenyang, China**

[Degree Obtained]

- Bachelor in Engineering MECHANICAL (MECHATRONICS)