

**Lorje Malquisto** (Philippines)

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### Objective:

Seeking remote localization opportunities to contribute my expertise in bridging language gaps and facilitating effective communication for global clients.

### Background:

1. Has been working on a remote Environment for over 4 years performing document, content, text, and article translation services.
2. Translated a wide range of content types, including medical documents, marketing materials, technical manuals, website content, and more.
3. Experienced Transcriber and Subtitler for several Streaming Services.
4. Experienced in Market Research and Survey Development for Organizations in Political and Environmental Domains.
5. Provided high-quality translation services for diverse clients across various industries, ensuring accuracy, cultural sensitivity, and adherence to deadlines.

### General Skills:

- **Communication:** Effective verbal and written communication skills to convey ideas clearly and professionally.
- **Resourceful:** Can work independently with minimal supervision, without compromising quality.
- **Time Management:** Strong ability to prioritize tasks, manage deadlines, and optimize workflow for efficient project completion.
- **Attention to Detail:** Meticulous approach to reviewing and editing content for accuracy, grammar, and consistency.
- **Organizational Skills:** Proficiency in organizing files, documents, and information to maintain a structured and easily accessible work system.
- **Consistent:** Completes and delivers projects in the well defined time maintaining an excellent accuracy ratio.
- **Dedicated:** A focused translator with a highly developed understanding of the English language and Culture with a history of meeting company goals utilizing consistent and organized practices.

## Career History:

- **FREELANCE TRANSLATOR** (2019-Present)

Roles Acquired: Lead Linguist, Proofreader & Editor, QA

- ★ *Language Pair: English-Tagalog/Filipino, English-Cebuano, English-Waray-Waray (Vice-Versa)*
- ★ *CAT software - SDL Trados Studios, MemoQ, Memsource, Smartling, Polygot*
- ★ *Areas of Expertise: Life Sciences & Healthcare, Pharmaceutical, Marketing, Financial, Literature, Legal, Technical, Media & Entertainment, AI, Telecommunication, Gaming, General, **Christian Materials (Books, Magazines) Etc.***
- ★ *Total Volume of Words Translated (Combined - Past 3 months) - 350,000 words*

### Collaborated with:

- |                        |                                  |
|------------------------|----------------------------------|
| → Dr. Localize         | → ICS-digital                    |
| → Expertrans           | → Andovar                        |
| → Protranslating Inc.  | → WGE Language Consultancy       |
| → CatEagle Translation | → IQVIA                          |
| → GoTransparent        | → Multiling Solutions            |
| → Fideltech            | → Mars Translation               |
| → Transphere           | → AsiaLocalize                   |
| → GienTech (Pactera)   | → Langwords                      |
| → The Loc Masters      | → EALSTP                         |
|                        | → <b>Church Good Canaan Land</b> |

## Skill Summary:

- Delivers High-level of Accuracy Translations.
- Replicated flow, style and overall meaning of original texts.
- Reviewed final works to spot correct errors in punctuation, grammar, and translation.
- Applied cultural understanding to discern specific meanings beyond literal written words.
- Maintained message content, tone and emotion as closely as possible.
- Translated medical jargon and abbreviations into expanded forms to verify accuracy of patient and health care facility records.
- Given unique methodology and delivered consistently clear, accurate translation of high-value information.

- FREELANCE TRANSCRIPTIONIST AND SUBTITLER (2019-Present)

Roles: Subtitle Translator, Subtitle Coder

★ Subtitle software - Subtitle Edit, Aegisub, Sfera, Oona

★ Contents: Media, TV shows, Interviews, AI

★ Total Volume (Combined - Past 3 months) - 1440 Audio Minutes

**Collaborated with:**

→ Appen Global

→ Sublime

→ Andovar

→ Amazon Originals

→ Netflix

**Skill Summary:**

- Transcribed audio interviews to help improve speech recognition software in the Philippines.
- Excellent command of colloquial and written in source and target languages.
- Deep understanding of nuances of subtitle and dub translations.
- Neatly timed subtitles, to provide an effortless viewing experience.
- Keen eye for details and ability to strictly follow guidelines.
- Knowledge of industry specifications for SDH, CC, etc.

- DATA ANNOTATOR

(2020-Present)

→ Appen Global

→ FidelTech

- Performed various data annotations for machine learning
- High attention to detail

- MARKET RESEARCHER (2022)

→ Dynata Global

### Skill Summary:

- Reached required productivity rate or quota.
- Followed established guidelines and recommendations to complete quality interviews.
- Followed strict guidelines to receive unbiased, unprompted responses.
- Maintained respondent engagement by completing short surveys with minimal complexity
- Maintained confidentiality of respondent information and company procedures.
- Recorder respondent survey answers verbatim to achieve 100% accurate reporting
- Conducted telephone interviews of general population to collect data for political, product, and other studies.

- CUSTOMER SERVICE ASSOCIATE (2016-2020)

### COMPANIES:

Alorica Philippines, Teleperformance, Amazon Ops, Convergys, FIS Global Solutions

### Languages Spoken:

- ✓ English
- ✓ Tagalog/Filipino
- ✓ Cebuano
- ✓ Waray-Waray

### Education:

Bachelor of Arts in English Language and Literature

Eastern Visayas State University

- Student Council Member
- English Club Member

## Accomplishments and Certificates:

### Subtitling Certificate - Sublime



## Certificate of Completion

Is presented to:

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**Lorje Malquisto**

For successfully completing the course:

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**Subtitling for DTT: Main  
Course + Supplementals**



**Instructor**

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Ángela Perona

**URL**

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<https://sublimesubtitling.teachlr.com/#certificate/1b0c87aa011f>

Issued on March 22, 2022

Certificate N° 1b0c87aa011f