

Rahul Gautam

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Translator's Cafe: [Rahul](#)

SUMMARY

Motivated and technically adept professional, seeking to apply my skills in a dynamic and challenging work environment. Committed to delivering exceptional service while continually expanding my knowledge and contributing to organizational success.

As a freelancer, I provide language services in Hindi, English, Haryanvi, and Gujarati, including Translation, Transcription, Voice Over, Copywriting, Marketing Translation, Content Writing, Subtitling, Graphic Designing, Photo and Video Editing, Medical Coding, Tutor and Data Entry.

PROFESSIONAL EXPERIENCE

Hindi <> English <> Haryanvi Translator

Translators Without Borders, Work from Home | November 2022 - Present

- Volunteered as a freelance translator, supporting NGOs including Royal College of Psychiatrists, American Red Cross, Just Good Work (50 Eight), Motu Economic and Public Policy Research, SPOON Foundation Partnership, and others.
- Developed skills in medical translation, proofreading, reviewing, and meticulous attention to detail.
- Donated around 55,000 words in social work and medical domains.

Jr. Drug Safety Associate

Bioclinica (Clario), Bangalore + Work from Home | May 2021 - March 2022

- Managed daily case processing, ensuring precision in data entry, narrative writing, and MEDRA coding.
- Exhibited proficiency in multitasking, proofreading, reviewing, and editing.
- Engaged in medical coding and narrative writing while navigating daily meetings and challenges.

Medical Representative (Marketing Trainee)

Lupin Limited, New Delhi | February 2021 - May 2021

- Promoted company products to medical professionals, maintaining strong relationships with stakeholders.

- Demonstrated exceptional communication skills in Hindi and English.
- Contributed to increased sales by prioritizing patient safety and drug efficacy.
- Gained expertise in sales, bilingual product detailing, and fostering positive work relationships.

Personal goal pursuit and Covid-19

May 2018 - Jan 2021

From May 2018 to March 2020, I dedicated myself to rigorous exam preparation for UPSC Civil Services, CAPF AC, SSC, HSSC, and HPSC. I delved into diverse subjects like

- History** (Indian and world),
- Indian Governance and Polity** (including the Constitution, governance, political system, Panchayati Raj, public policy, and rights issues),
- Economics** (Indian Economy, covering economic development, planning, budgeting, major crops, and industrial and economic policies),
- Geography** (delving into the physical, human, economic, and social facets of geography, both within India and globally),
- Environment & Ecology** (exploring themes like biodiversity, climate change, conservation, and related matters),
- General Science** (Physics, Chemistry, Biology, and the latest scientific developments),
- Current Affairs** (staying abreast of national and international events, contemporary issues, and ongoing developments),
- Ethics and Aptitude** (instilling ethics, integrity, and aptitude within the context of governance and public service),
- General Ability and Intelligence** (honing skills such as Numerical Ability (mathematical prowess), Reasoning (analytical acumen, non-verbal reasoning, and more), quantitative aptitude (comprising arithmetic, algebra, geometry, statistics, and more), and data interpretation),
- Culture**,
- Haryana-specific knowledge**,
- and **language skills in English and Hindi**.

The journey faced an unexpected disruption due to the COVID-19 pandemic from March 2020 to August 2020, which brought about challenges including overage for exams and unemployment. Nonetheless, I persevered. From August 2020 to February 2021, I actively pursued employment opportunities, culminating in my appointment at Lupin Limited in February 2021.

Despite the setbacks, I gained a profound understanding and versatile skills. My commitment to ongoing learning, adaptability, and resilience define me as a proficient and versatile individual, reflected in my career at Lupin Limited since February 2021.

EDUCATION

Bachelor of Pharmacy

Kurukshetra University, Kurukshetra, Haryana | 2018 | GPA: 64.4%

CERTIFICATIONS

PTE (Pearson Test of English) Academic

January 2023

- Overall Score: 69
- Writing: 67
- Listening: 69
- Reading: 68
- Speaking: 70

SKILLS

- Interpretation (Consecutive and Simultaneous)
- Translation (Written and Audio)
- Transcription
- Cultural Competence
- Multilingual Communication
- Strong Work Ethic and Adaptability
- MS Office Tools
- Content Writing
- Copywriting
- Graphic Designing
- Subtitling
- Voice-over
- Online Tutor
- Data Entry
- Medical Coding
- Photo and Video Editing

INTERESTS

- Sharing Emotions in Different Languages
- Yoga and Ancient Health Systems
- Sports and Social Activities
- Learning New Technical and Marketing Skills
- Exploring New Languages

LANGUAGES

- Hindi: Native
- Haryanvi: Native
- English: Fluent
- Gujari (Delhi-NCR regions): Proficient

RECENT PROJECTS

- Translated English books to Hindi: "Diabetes" by Owen Jones and "ENCHANTED FOREST" by LS Morgan
- Medical transcription and translation for research interviews in New Zealand on Indian-origin people
- Aaj Tak News debate transcription and translation
- English to Haryanvi translation and copywriting for agriculture product descriptions

[References available upon request]