


VIVEK KUMAR

CONTACT

 New Delhi, India 110019

 +91-8076670742

 vivekmit8076@gmail.com

SKILLS

- High Quality Translation
- Proofreading
- Outstanding attention to detail
- Document evaluations
- Written translations
- Audio and video translations
- Legal Document
- Technical Content
- TV and Podcast Translations
- Life science and Medical
- Entertainment Services
- Fashion

LANGUAGES

English:  C1

Advanced

Hindi:  C2

Proficient

ADDITIONAL INFORMATION

- Translated more than 1275+ videos subtitles
- Proofread 423+ videos subtitles
- Translated many written documents

- Highly skilled and experienced translator with a proven track record of delivering high-quality translations in a variety of languages.
- Skilled in using a variety of translation tools and software, including CAT tools, terminology management systems, and localization tools.
- Excellent attention to detail and accuracy.
- Ability to work independently and as part of a team.
- Strong customer service skills.

EXPERIENCE

April 2016 - Current

Translator Amara, Boston, USA

- Operated simultaneous interpretation equipment appropriately for reliable results.
- Proofread documents to remedy terminology and vocabulary errors.
- Adapted existing translations to meet style guidelines.
- Provided simultaneous translation services at high-profile meetings and events.
- Monitored translation quality of contractors and external providers.
- Used appropriate presentations or visual aids to assist in translating large speeches during conferences.

February 2014 - March 2016

Translator Star Translations, Bengluru, India

- Evaluated performance data to improve translation service and delivery planning.
- Provided simultaneous translation services at high-profile meetings and events.
- Proofread documents to remedy terminology and vocabulary errors.
- Maintained focus under pressure to deliver accurate translation services.
- Inspected translations word-for-word for grammar and spelling faults.

EDUCATION

2021

Master of Business Administration Marketing

Delhi University, New Delhi, DL

- Translator of Monthly Magazine

2019

Bachelor of Technology Mechanical Engineering

MIT, Muzaffarpur, BR

- Co-Founder of Junoon- Arts and Cultural Club
- Coursework in Social Activities

2015

Bachelor of Arts Hindi Literature

Delhi University, New Delhi, DL

- Coursework in Rural Development