

CURRICULUM – VITAE

MD.EISA

#51, Sabarmati J.N.U., New Delhi

Mobil: 91-9999891940

Email: mdeisajnu@gmail.com

BACKGROUND:

I have been working as an English-Urdu-Arabic-Hindi Translator, Interpreter and Teacher since 2006. Up till now I have translated, edited & proofread many books, brochures, manuals, letters, documents, memorandum of understanding and association, etc of multi-national and Indian companies and more than 2 million words in areas as diverse as Literature, IT, Medical, Legal Documents, Patents, Business and Journalism, Advertisements, Brochures, User Manuals, Training guides, Press Handouts have been translated by me.

Simultaneously I have been working as successful simultaneous Arabic-English-Hindi-Urdu Interpreter with Saudi, Iraqi, Egyptian, Omani, Jordanian, Kuwaiti, Yemenis, Lebanese, Algerian and Moroccan delegation for 5+ years. Now I have a complete set-up and an active team to help me in my work. I always believe in accuracy of work and meeting the deadlines fixed by my valuable Clients.

ACADEMIC QUALIFICATION:

- Pursuing P.hd from Jawaharlal Nehru University New Delhi India.
- M.phil from Jawaharlal Nehru University New Delhi India.
- MBA in HR from Sikkim Manipal University Tadong, Gantok 737102 Sikkim.
- M.A. (In Arabic<>English translation and interpretation with special reference to Arabic Literature and Culture) from Jawaharlal Nehru University New Delhi India.(2009)
- B.A. (Hons) (In Arabic<>English translation and interpretation with Urdu as a subject) from Jawaharlal Nehru University, New Delhi India.(2007)
- 10+2 (with Urdu as a medium of instruction) from Nadwa College Lucknow U.P. India.(2003)
- P.G. Diploma in Mass Media Urdu, from Jawaharlal Nehru University New Delhi India.
- Diploma in functional Arabic (Urdu as a medium of instruction) from NCPUL New Delhi under MHRD Govt. of India.

INTERPERSONAL SKILLS:

- Good command over English, Urdu and Arabic language written and spoken.
- Well versed with computer (MS office, Longport XLIFF Editor, Page maker Excel, Inpage and Internet)
- Good communication skills.
- Fast learning aptitude.
- Dedication and serious involvement in the assigned job.
- Having a positive attitude.

- Able to manage all administrative matters.
- Judgment, problem solving and analytical abilities.
- Native Urdu speaker.

WORKING EXPERIENCE:

Have been working since 2006 onward with:

- Indian Agricultural Research Institute, New Delhi, India
- Ministry of Culture and Information, Saudi Arabia
- Trade and commerce ministry, Syria
- Minister of Health, Republic of Iraq
- IL&FS Engineering and Construction Company Ltd. Hyderabad
- The White Ribbon Alliance India, New Delhi, India
- Punj Lloyd Limited Gurgaon, India
- Nirma Pvt. Ltd Ahmadabad, India
- Evalueserve Pvt. Ltd. Gurgaon, India
- Kurl-On India Ltd. Bangalore.
- Alfardawe General Trading Hama, Syria
- Exevo India Ltd., New Delhi.
- The Smart Cube, New Delhi,
- Global Hunt, New Delhi
- Karma India International, Noida, India
- IndiaTek Media Technology, Noida, India,
- Apollo Hospital, New Delhi
- Primus Hospital, New Delhi
- Escorts Heart Institute and Research Centre, New Delhi.
- Vimhans Hospital, New Delhi
- Sarvodaya Hospital & Research Centre, Faridabad
- Pristine Plants India Pvt. Ltd, Faridabad
- National Safe Motherhood Alliance, San'a, Yemen
- Enana Al_Iraq for Trading pharmaceuticals & Medical Supplies Co. Iraq
- Zaid Hamd company, Dammam, Saudi Arabia.
- AIMAALIM COMPANY General trading Ltd. Baghdad, Iraq.
- Compass Languages, USA
- lingo24, UK
- TELELINGUA INTERNATIONAL, Brussels
- pantrans, republic of Korea
- thrifty@london.com

and with many other local and international organizations with expertise in English-Urdu and Arabic languages translation, Interpretation, localization, Editing, and Proofreading for five years.

INTERESTS AND ACHIEVEMENTS:

- Attended a series of lectures on environment and sustainable development at Jawaharlal Nehru University New Delhi in 2008.
- Selected for "Award for Outstanding Academic Performance" among two thousand students at Nadwa College Lucknow U.P. India in 2001.

- Received 1st prize with gold medal and certificate from the hand of then Hon'ble chief minister of U.P. Mulayem Singh Yadu in an essay writing competition organized by Mohd.Ali Jauhar Foundation Lucknow U.P. in 2004.
- Received another 1st prize in essay writing with certificate from Academy of Islamic Research and Publication Lucknow U.P. in August 2005.
- Various times elected as student association president, general Secretary and class representative during college days and organized several high profile events and programme in presence of dignitaries and scholars.

LANGUAGE SKILLS:

Lagunages	Reading	Speaking	Writing
English	”	”	”
Urdu	Native	”	”
Arabic	Reading	”	”
Hindi	”	”	
Persian	”		”

PERSONAL DETAILS:

Name : Md. Eisa
Father's Name : Md. Fazlur Rahman
Date of Birth : 2nd March 1986
Martial Status : Single
Permanent Add: Chilmil via Rajaura, Dist. Begusarai 851131