

Priya Raj Acharya

Kalimpong -734301

Darjeeling - India

Mobile: +919933155309

Email: priyarajacharya@gmail.com

SKILLS:

- Translation and interpretation from English to Nepali and from Nepali to English.
- Nepali language teaching to Non- Nepali speaker.

Qualifications in Science, Engineering and Administration provided me experience and understanding of diverse fields and subjects that ultimately help me deeply understand contents and context of varied materials to be translated.

WORK EXPERIENCE:

Sept. 2001 to present:

Based in Kalimpong, India

Freelance Translator & Interpreter [Full time since 2005]

- Working as a Translator from English to Nepali and from Nepali to English directly through end clients or through various agencies. Types of documents / subject areas handled so far includes but not limited to the following:
 - *Information technology [Microsoft User Interface (Nepali), Mobile User Interface (Samsung, Oppo, Huawei), IVR etc.]*
 - *Aeronautical [Pre- recorded announcements etc., Air safety]*
 - *Chemical [Chemicals preparation and safety, labels, instruction, hazard control & notification etc.]*
 - *Environment [Waste management, Garbage collection & disposal, pollution control measures and acts, Low income home energy assistance programs]*
 - *Legal [Acts & rules, Criminal Code & Code of Criminal Procedure, Housing/lease agreement, Tobacco control act, Alcohol and drugs policy, Victim Liaison Service for Victims of Serious Offences, Employment contracts and terms & conditions, Employment handbooks, Ministry of justice (US) – warning notice, Judgment, Summons, Notices etc.]*
 - *Education [School, Books, Letters, Text books & curriculums, Teaching materials, Training handbooks, Certificates & diplomas, Special education services: evaluations and recommendations, School emergency information guide for parents and guardians, Glossaries: school level math, science, Various forms: Consent forms, Release of information, Parent Permission, Release, and Indemnity Trips Form etc.]*
 - *Transcription/subtitling*
 - *Engineering [Construction site safety, Operating manual & instruction for various types of machines: Forklift, Crane, Excavators, Compactors, Loaders etc., Safety manual, Risk assessment, Identification of hazards and prevention of accidents & injuries]*
 - *Survey/questionnaire [Hotels, Marketing, Education, Health, General]*
 - *Business & finance [Advertisements, Brochures, Voucher, Receipts, Payroll, Insurance: general, professional indemnity insurance, Code of conduct, Customer services/complaints procedures, Good manufacturing practices (food business)]*
 - *Medical / Health [Medicines, Public health, Sexual & reproductive health, Child care & development, Patients' rights and responsibilities, Privacy practices, Information leaflets/fact sheets: tuberculosis, swine flue, hepatitis, scabies, diabetes, heart stroke, glaucoma, hypertension, dyspepsia etc., Speech and language therapy: evaluations and recommendations, diagnostic assessment summary report, Waiver form for patients not using qualified interpreter, Pediatric health: SIDS, clinical signs of aspirations, group B Streptococcus, Health screenings and consent forms, Post natal depression, Informed consent, Research projects & proposals, Diseases, Vaccinations, Immunization cards etc.]*
 - *Religion [Christianity: Bible based books, Interactive bible learning materials, Buddhism: Rhymes & Verses, Hinduism: Religious texts & Verses etc.]*
 - *Government/Politics [Acts, Rules, Policies and ordinances, Passport, Citizenship, Birth, marriage & death certificates etc., Immigration/citizenship guide for refugees/asylees (various countries), Refugee orientation materials/welcome packets/Video scripts (various countries), SBA – FEMA Disaster Assistance (US)]*
 - *Media & Publications [Press releases, Newspaper articles, News, Bulletins, Postings etc]*
 - *Disaster and safety: Earthquake, Fire, Flood, emergency evacuation*

- Working as interpreter for international volunteers coming for short duration.
- Conducting language teaching sessions for volunteers using appropriate teaching strategies.

Some of the end clients that I worked for:

- Samsung, Oppo, Huwaei •Department of State Health Services (US) •Dept of Inspections and Appeals (UK)
- Dept of Human Services (US) •Revenue & customs (UK) •ELS (Education) •DHL (logistics) •GMB
- Group-4 Securities •Vodafone (telecom) •Money transfer services (Money gram, Western union, UAE exchange etc.)
- Hong Kong Government •US Government •UK government •Canada government
- Korean Language Educational Service •Microsoft (IT) •Sanofi-Aventis Groupe (France) •Airtel (telecom)
- PTE Academic (Pearson) •WHO •International Planned Parenthood Federation (South Asia Regional Office)

June 99 to Aug 01:

US Peace Corps Nepal, Kathmandu

Language & Cultural Facilitator/Technical Trainer

- Designed and conducted Nepali language trainings for the American volunteers using appropriate teaching strategies.
- Translated Staff handbook of American Peace Corps Nepal from English to Nepali.
- Translated various school level science text books from Nepali to English.
- Translated school curriculum, articles, books, brochures and teachers guide from Nepali to English.
- Facilitated language teaching and various cross cultural sessions.

March 93 to May 99:

Council for Technical Education & Vocational Training (CTEVT), Kathmandu

Instructor

- Taught English, Computer and Secretarial Management in technical schools under CTEVT.
- Translated from English to Nepali a small book ‘*Teachings of Buddha*’ containing rhymes and verses. Also translated a book on Hinduism.
- Helped various local NGOs in translating survey and questionnaire from Nepali to English

EDUCATION:

Tribhuvan University, Kathmandu, Nepal

Master in Public Administration (Development) - 1995

State Board of Technical Education, Chandigarh, India

Diploma in Civil Engineering - 1991

North Bengal University, Darjeeling, India

Bachelor of Science (Biology) - 1988

LANGUAGES:

Nepali	:	Native
English	:	Written – Excellent, Spoken - Excellent
Hindi	:	Written – Excellent, Spoken - Excellent
Bengali	:	Spoken - Fair