Suhita Basumallik

**English to Bengali Translator, proof-reader and editor**

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**Summary**

A native Bengali speaker with excellent command over the language, I am fluent in English as well. Several years of immersive experience in the social development sector have provided me with the necessary insight and awareness of the cultural and socio-economic diversity of a particular language and the colloquialism associated with it. This helps me in producing crisp & original translated text with appropriate usage and syntax. All these experiences have helped me to become a confident, creative translator ready to take up any translation challenge in most domains and take charge of a project team if the opportunity is given.

I started my career as a full-time professional in the field of social development after completing my Master’s degree in Sociology from Calcutta University in 2005. I had a long stint in this field with intermittent breaks, working mainly with underprivileged children and their families in Kolkata, India. During this period, I led teams with 10-15 people as a Project Coordinator. I decided to leave this job in 2017 due to personal reasons and since then, I am working as a full-time freelance translator. In the last four years, I have translated various types of content but a large volume of those have been UI/UX and Marketing materials. I have translated (and continue to translate) content for **Google, Amazon, Facebook, Snapchat, Microsoft** and **Uber** to name a few besides other kinds of materials, which includes, but are not limited to **Handbook, Instructional manual, materials related to disaster management & also quasi-legal and legal documents like User Terms & Condition, Bank loan agreement and License requirements** etc. I am an easily communicable and responsive person open to constructive criticism and making amends if necessary.

**Personal Information**

* Date of birth: 10 May 1971
* Marital status: Married

**Present status**

* Fulltime Freelance Translator, working from home since 2017. Regularly contributing as a **Lead Linguist**, **Translator, and reviewer** with **Braahmam International, Translated, Acclaro and RWS Moravia, Amazon Freelance etc**. My end clients include Google, Amazon, Stripe, Uber, Meta, Snapchat etc

**Agency/company worked/working with**

1. Lionbridge
2. Braahmam International
3. RWS-Moravia, India (formerly Webdunia)
4. RWS-Moravia
5. Translated
6. Amazon-freelance
7. WeLocalize
8. Verbolabs (India)
9. Word Publishing (India)
10. Maven International
11. Awatera (Russia)
12. Appen

**Translation / Subtitling Experience**

1. Over 5000 minutes of audio-visual content (subtitle) for Discovery Asia produced documentaries as a sub-supplier for a personal client.
2. Over 1,00,000 words of UI/UX and marketing content for various Google products as part of Lionbridge Google team.
3. More than 30000 words of handbook/manual translation
4. More than 50,000 words of Neural Machine Translation (NMT) for a no. of agencies.
5. More than 2,00,000 words for Uber Marketing, Transcreation and UI/UX content.
6. More than 50000 words for Microsoft UI/UX, Software products
7. More than 1,00,000 words for Snapchat
8. Working as a regular translator and reviewer for the following companies –
   * RWS-Moravia (formerly Webdunia)
   * RWS-Moravia (Microsoft)
   * Braahamam
   * Verbolabs
   * Translated
   * Amazon
9. Numerous documents (**IEC** materials) of a variety of nature like brochures, leaflet, taglines, instruction manuals, and training documents as part of my job in social development organisations (NGOs).

**Recent projects**

1. Working as a backup Lead Linguist for their Uber project with **Translated**
2. Working for **RWS Moravia, India** in their Amazon, Google Translate, Facebook and other projects.
3. Working with **RWS-Moravia International as a 3rd Party reviewer in Meta Marketing content.**
4. Working with **RWS-Moravia International** in Microsoft Community project.
5. Working for **Braahamam Translation** in Snapchat and other projects.
6. Completed a Review projects of more than 50000 words of a **Betting** website for **Awatera**.
7. Working for **Acclaro** in their **Stripe (A versatile financial solution App/software)** project
8. Worked for **Verbolabs** in the Amazon project.
9. Working with **Amazon-freelance** as a translator.
10. Various small projects on Covid-19 and Health domain for **Pak Translation.**
11. Worked for **Word Publishing** in their Neural Machine Translation project and content on Disaster management for a marginalised community. Worked for **Quadrate Transolution** in translating a Handbook on Safe Food for students.
12. Registered with Welocalize for its **John Deer** project
13. Registered subtitle translator for **Zoo Digital**.

**Overall Professional Experience**

* More than 20 years of experience in the field of social development in various capacities including teacher and project coordinator in the following organization–

1. Development Research Communication and Services Centre, Kolkata, West Bengal, India (from 2010-2011 & 2013-2017)
2. Future Hope-India, Kolkata, West Bengal, India (1995-2002)
3. 4 years of continuous experience in the translation and localization industry as a freelancer. Experience of translating subtitle from English to Bengali for Discovery Asia documentaries even prior to that.

**Key Skills and Competencies**

* Familiarity with CAT tools like Google Translator Toolkit, Polyglot, Microsoft LEAF, XTM, Matecat, Smartcat, Smartling, Memsource, MemoQ, Transform, Transifex, Prabandhak and Devnagri (these two CAT tools are specially designed for Indic languages), etc.
* Familiarity with JIRA for query management and bug fixing.
* Fluency in English.
* A strong grasp of Bengali (Mother Tongue).
* Knowledge and understanding of tags and formatting of a digital product.
* Proficiency in Microsoft Word, Excel, and PowerPoint.
* Basic skills in Adobe Photoshop & Illustrator.
* Excellent communication, social and time management skill.
* Ability to work under pressure with tight deadlines
* Ability to do high-quality research & analysis using the internet and/or resources provided by the client and produce custom-translated text.
* Excellent presentation skills.
* Ability to identify and solve issues related to linguistic quality and provide terminology translation in canonical form.
* General awareness of the modern trend in the Bengali language.

**Academic Qualification**

* M.A. in Sociology from Calcutta University, Kolkata, India (1995)
* Diploma in Social Work from National Council of Education-Bengal, Kolkata, India
* Certificate in Photoshop basics from Arena Multimedia, Kolkata

**Areas of Expertise**

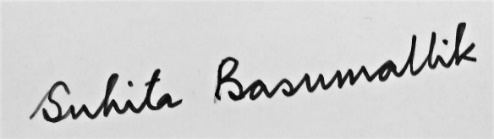
* Sociological content and content related to Social Science and Developmental issues like education, health & nutrition, child rights, environment etc.
* IT, software, web & mobile pages; able to handle Tag & HTML
* Subtitle of feature film/ documentary/TV series into conversational & easy Bengali giving it an original flavour while keeping the meaning of the source intact
* Academic content on social science.
* Literary content
* Brochures, leaflets, handbook, guidebook, an instruction manual on various topics and other informative documents.
* General domain and/or subject-specific document.

**Prefered Method of Payment**

* Bank Transfer
* Payoneer
* PayPal

**Professional Objective**

I have been working as a freelance translator since 2017. Banking on my talent & confidence along with my ability & eagerness to learn a new skill quickly, I aspire to establish myself as an efficient & reliable professional translator who never compromises with the quality and client satisfaction. I would also like to see myself as a language team leader and contribute towards the evolution of Bengali as a more modern, user-friendly, and digital-age language.



October, 2022

Kolkata, West Bengal

India