**Resume**

**MIRZA JAYEN UDDIN**

Address: House No: 79, Road-13, Sonadanga R/A, Khulna.

Phone: +8801799278876, +8801821504045

E-mail: [mirzajayen@gmail.com](mailto:mirzajayen@gmail.com)

Skype ID: 01799278876

Nationality: Bangladeshi.

**About Myself:**

A multi-skilled, reliable and talented native Bengali speaker with a proven ability to translate, proofread and write your documents. A quick learner who can absorb new ideas and can communicate clearly and effectively with people from all social and professional backgrounds. Well mannered, articulate and fully aware of diversity and multicultural issues. Flexible in the ability to adapt to challenges when they arise and at the same time remaining aware of professional rules and boundaries. I have professional translation experience in the legal, business and technical fields. At this time I am working for some offline or online base translations companies and now I have decided to start a my business here separately. Would like to help you to translate, proofread and write your documents.

**Career Objective:**

To excel as a linguist working with reputed organizations providing conceptual and clear language translations thereby ensuring achievement of company’s goal and accomplishing it’s vision through hard work, intelligence and sincerity.

**Education:**

MBA in Finance from University of Dhaka (2012-2013).

B.Sc in Soil Science from Khulna University (2005-2010).

**Language pairs:**

English to Bengali

Bengali to English

**CAT Tools:**

WordFast

SmartCAT

Matecat

Trados

memoQ

**My Skills:**

Translation, Proofreading, Editing, Sdlxliff,

Microsoft office – Word, Excel, Access and PowerPoint. PDF, Photoshop.

Html 5, CSS, JS, SEO, SQL

**Experience:**

[2013 – Present]

[Senior Executive Officer] • [Investment Division] • [Social Islami Bank Limited] • [Dhaka, Bangladesh]

[2016] – [Present]

[Freelancer.com] • [proz.com] • [translatorscafe.com]

[2016] – [Present] [Freelancer at]

[Pakur language service] • [Edubd] • [Dhaka, Bangladesh]

[2017] – [Present] [Freelancer at]

[Appen] • [Qtrans Language Solutions Global] • [Jargon For Languages & Localization Services], • [Good Solution Limited] [Binance] [Exness] [Transn] [Yeehe]

**Area of Expertise:**

Business and Commerce (general)

Internet and E-commerce

Legal and Contracts

Technology and Engineering

Lifestyle Science

Economics

Investment and Securities

Marketing and Advertising

Medical Science.

Crypto Currency

UI/UX

**List of few recent (last 6-8 weeks) project delivered:**

Binary Translation Evaluation (BTE): Delivered more than 9000 BTE.

Delivered 7000+ words Translation jobs in English to Bengali in Binance online trading.

Delivered 10,000+ words proofreading job in English to Bengali in Amazon E Commerce.

Delivered 8000+ words Translation jobs in English to Bengali in geography, recent events, story book.

Delivered 1,00,000+ words Translation jobs in English to Bengali in mobile game translation.

**List of few Company work with in last 6-8 weeks:**

World Story

Pakur language service.

Appan

Good Enterprise Limited

Lingua IT International

Binance

Exness

Wistran

Words Online

Pactera

Transn

Yeehe

**Production rate:**

Average production rate is 800 words/Hour and 2500 words/day.

**Rate:**

Translation $0.035 per source word, Revision/MT Revision $0.020 per source word, MTPE $0.025 per source word and Editing/ Proofreading $ 0.020 per source word.

Transcription $ 75.00 per hour.

**Preferred Mode Of Receiving Payments:**

Bank account transfer or through SWIFT, Payoneer,