

# SUPRIYA DIXIT

## SUBTITLER/CAPTIONER, SUBTITLES EDITOR, PROOFREADER, TRANSLATOR

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### SUMMARY

Accomplished full-time freelance linguist, providing language services for more than 6 years, out of which around 2 years of experience in subtitle creation, editing & proofreading, and translation with distinguished studios, production houses, and influencers within and outside India. Diversified exposure in terms of content as well as domains, well-versed with subtitling tools and platforms. Native Hindi speaker with proficiency and education in the English language.

### KEY SKILLS

Open captioning    Closed Captioning    English Subtitling    Hindi Subtitling    Video Subtitling  
Documentary Subtitling    Movie Subtitling    Time Coding    Synchronization    Transcription  
Cultural Understanding    Subtitling Softwares    Linguistic Interpretation    Sentimental Interpretation  
Verbal Interpretation    Subtitles Translation    Fluency in Hindi and English    Grammar    Punctuation  
Time Management    Creative Interpretation    Eye for Detail    Research

### TECHNICAL SKILLS

• *Subtitle Edit • Aegisub Subtitle Editor • SRT • MS Word, Excel*

### PROFESSIONAL EXPERIENCE

**Subtitler/Captioner, Subtitle Editor, Proofreader, Translator**

Oct '20 - Present

#### CREATION OF SUBTITLES/CAPTIONS

- Processed more than 1000 minutes of **interviews, movies, documentaries**, entertainment videos, and **educational videos**
- Wrote subtitles for **166 minutes** of highly **confidential** and vital **diplomatic** interviews within **9 hours'** time.
- Generating subtitles/captions using the **computerized captioning system**
- Delving deep into research to find context for unfamiliar words or phrases.
- **Synchronizing** and **time-coding** the subtitles
- Scrutinizing the subtitles for **adherence to the guidelines** provided by the client

#### EDITING AND PROOFREADING SUBTITLE FILES

- Comparing the subtitles against the video to ensure subtitles' **accuracy** as per the **spoken content**
- Checking and correcting the formatting, **grammar, punctuation**, and **spelling** in the subtitles
- Examining the accuracy of the **line break-up** and **time-coding** of the subtitles against the video
- Making necessary **corrections** and ensuring adherence to the guidelines before delivery

#### TRANSLATION OF SUBTITLES

- Interpreting the **essence** and **substance** of an audio/video/movie after careful viewing and listening
- Creating subtitles in the **target language** by **translating** the source audio
- Conducting the **time-coding, synchronizing**, and proofreading of the final subtitles file before delivering

## MAJOR ASSIGNMENTS

**Pak Translations Ltd.**

Oct '22 - Present

### English Subtitles Translation

- Created subtitles for the **high-confidentiality diplomatic interviews**
- **Researched extensively** to find the right context for certain **words and phrases** and the **topic of conversation**
- Worked with a high level of accuracy **within strict deadlines**.
- **Double-check** for any **missing portions** of crucial conversations and make sure **all information is correct**
- **Ruling out ambiguities** in the sense the speaker wishes to convey

**Zoo Digital**

Oct '21 - Oct '21

**English to Hindi Subtitles** translation of a **full-length rom-com movie** released in 2020 for an **internationally-distinguished production house**.

**Snagmozhi Solutions Pvt. Ltd**

Jan '22 - Jun '22

### Hindi to English Subtitles Translation

- **Travel** videos for the channel of a **well-known Travel YouTuber**.
- **Financial education** videos for the YouTube channel of a **renowned Influencer** and **Life Coach**.
- **Entertainment** videos for the YouTube channel of **two famous influencers**.

### Editing and proofreading Subtitles

- **Business-education** video modules for a distinguished **international Business Coach**.
- Modules of an Educational **Course on Freelancing** for a reputable **international Business Coach**.
- Modules of an Educational Course in **Hospitality** for a prominent **international Expert** in the field.
- **Time-management video modules** for a popular **Indian YouTube influencer**.

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## KEY ACHIEVEMENTS

- I just completed **166 minutes** of highly **confidential, urgent,** and vital **diplomatic** interviews within **9 hours'** time
- **Outperformed their accuracy-related expectations** and got rewarded by **getting paid higher rates** than I had quoted
- Exceeded expectations by **doing justice to typical Urdu words and phrases** popping up occasionally in the conversation
- Maintained an **extra-high level of confidentiality** owing to the nature of the content
- Worked for **famous Indian as well as International clients** and **influencers**.
- Succeeded in outpacing the deadline most of the time.
- Always maintained the **top quality** of my work.
- Diversified experience in **movies, documentaries, educational videos, online courses, tutorials, anime,** and **YouTube videos**.
- Gained experience with the content of various **domains** like **education, entertainment, travel & hospitality, business,** and **finance**.

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## EDUCATION

**M.A English Literature**

Mar '13 - Mar '16

**Devi Ahilya Vishwavidyalaya**

**Bachelors of Education**

Mar '17 - Mar '19

**Devi Ahilya Vishwavidyalaya**

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## ADDITIONAL INFORMATION

**Languages:** Hindi (Native), English

**Hobbies:** Reading | Writing | Watching and listening to various content | Travelling | Hiking | Trekking | Performing Arts

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