
Neeraj Pachoriya

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Summary

Professional Interpreter with 5 years of experience helping diverse individuals. Moves easily between English and Hindi without missing details. Focused on advancing vocabulary, idiomatic and cultural understanding with up-to-date knowledge.

Hardworking employee with customer service, multitasking and time management abilities. Devoted to giving every customer a positive and memorable experience.

Skills

- Accurate Translation
- Word Conflict Resolution
- Microsoft Office
- Attention to Detail
- Document creation
- Client Service
- English Fluency
- Written Communication
- Teamwork and Collaboration
- Translation Requirements Outline

Experience

ENGLISH TRANSLATOR | 07/2018 - 02/2024

Prarup consultants - Pune , AZ

- Translated written documents from English to Spanish and vice versa for a wide variety of topics.
- Reviewed and verified translated content against original source material.
- Collaborated with other translators and language experts to ensure quality standards are met.
- Conducted quality assurance checks on all translated documents before final delivery.
- Worked closely with project managers to ensure that all customer requirements were met.
- Delivered translation services to clients.
- Proofread, edited and revised translated documents.
- Delivered real-time, accurate oral translations and interpretations for clients.

ENGLISH TO HINDI AND HINDI TO ENGLISH TRANSLATOR | 07/2018 - 02/2024

Prarup consultants - Pune , MH

- Translated English documents into Hindi and vice versa with a high level of accuracy while ensuring the context of the original text was maintained.
- Proofread, edited and corrected all translations to ensure they met quality standards.
- Researched legal, technical and scientific terminology to ensure translations were accurate.
- Delivered real-time, accurate oral translations and interpretations for clients.
- Confirmed accuracy of technical terms and terminology and remained consistent during translation revisions.
- Discussed translation requirements with clients to determine fees to charge for provided services.

Education and Training

Kanpur University - Kanpur | Bachelor of Arts

