

# Ranjit Singh Padda

English, Punjabi and Hindi translation and proofreading services

Batala, Punjab  
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## EXPERIENCE

### CHL, Bangalore(remote) — *Translator*

FEBRUARY 2021 - PRESENT

English to Punjabi translator and proofreader

### Interpreter inc., Bangalore(remote)— *Translator*

APRIL 2020 - JUNE 2022

Part-time Hindi, Punjabi and English translator

### Freelance via Proz.com

Working with Proz from the last **18 years**.

## EDUCATION

### Khalsa college, Amritsar — *B.Ed.*

AUGUST 1996 - APRIL 1998

B.Ed.: Child Psychology, Teaching of Eng, Social Science.

### Guru Nanak Dev University, Amritsar — *M.A.*

AUGUST 1998 - APRIL 2001

Master degree in English

## PROJECTS

### Legal translations — *Property documents*

10,000 words in 5 days.

### Religious translations — *sermons*

150,000 words in 10 months.

### Shopping app translations — *Flipkart web app*

200,000 words in 12 months.

### Medical translations — *Brochures and posters*

20,000 words in 1 month.

## SKILLS

- Reviewed final works to spot and correct errors in punctuation, grammar and translation.
- Applied cultural understanding to discern specific meanings beyond literal written words.
- Provided verbal summaries of non-English documents for immediate use.
- Replicated flow, style and overall meaning of original texts.
- Maintained message content, tone and emotion as closely as possible.
- Carried out day-day-day duties accurately and efficiently.

## LANGUAGES

English to Punjabi

Punjabi to English

Hindi to English

Hindi to Punjabi