



# DINESH TIMSINA

Highly organized administrator with Experience in Hindi and English & Nepali Language **Translation, Interpretation, Proofreading, Writing and Editing.**

Over 5 years of experience in English and Hindi Language, **with extreme expertise in Translation, Proof Reading, Interpretation, Content Editing and related domains (English, Hindi, Russian and Nepali)** with Public and Academic sector.

## CONTACT



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## SKILLS

<b>IT</b>	Subtitling videos, Microsoft Office
<b>Soft skills</b>	Leadership Research Editing Work ethics
<b>Language</b>	Hindi Nepali English Manipuri (fluent) Russian (Intermediate)

## EXPERIENCE

### Translator

#### Talsecure Systems Pvt. Ltd

May 2023- Present

Translation of Key Fields of Defense, General, Cyber, Literature, News, UI/UX and Legal from English<>Hindi.

### Analyst cum Translator

Globallogic Technologies Pvt Ltd

February 2022- May 2023

Expertise as Translator, worked for Google and its related projects such as translation and language services for **IMDB, Wikipedia, Google Maps and Google and Hitachi Projects under Hindi <>Translation. Domains: Legal, Cyber, Banking, General, Machine, AL/ML, AI, UI/UX and related translations.**

### Language translator and Editor

Centre for Development of Advanced Computing (CDAC), Noida

December 2019 – Feb 2022

- Translated, edited, proofread 3000 words per day (approx. 15 lakh words total) from English to Hindi and Nepali under the **SWAYAM MOOCs, a National Level Entity, Govt. of India.**
- Translator/Editor of annual magazine "Pallav".
- Transcribed/Translated and subtitled videos using Subtitle Edit and Microsoft office etc.
- Translation and transcription topics included **intellectual property rights, access to justice, cyber security, and numerical analysis.**
- Wrote/ Edited / Translated technical content for websites and Search Engine Optimizations (**SEOs**).
- Content Translation, content modifications, Interpretation and

editing for web pages.

### **Translator and Documentation Coordinator**

Force NGO, Vasant Kunj, Delhi

August – December 2019

- Translated and Edited documentation and data for clients on Management Information Systems (MIS) server, including **translation** of key documents for field team in Hindi and English. Training new hires in terms of Languages.
- Modified and Moderated contents as per the clients' requirements in Hindi, English and Nepali.
- Provided 40 hours of live **interpretation** and **anchoring** services **for American research scholars** from Hindi to English and Nepali and Transcription from **Brown University**.
- Web page translation, editing, filing, office management, research and development (R&D).

### **Assistant Editor**

CRM Concentrix, Gurugram

May 2018 – March 2019

- Translated, edited and interpreted emails and other communication in Hindi and English and Trained new hires with organization norms.
- Translated and edited Concentrix digital journal
- Translated and edited contents for **e-commerce** website.
- **Customer support** and **experience** along with research work print and digital media.

### **Special Achievements:**

- Member of the Editorial Board of "**The Explore**" **International Federation of NewAge Media Publication.**
- Honored with **Sr. Journalist Global Affairs.**
- Global editor, translator and journalist at **The Explore.**
- Author cum editor at "**The Explore**".
- Interpreter in various languages.
- AIR Rank Holder.
- UN Speaker.
- Public Speaker.

**Hobbies:** Writing, Playing Guitar and Ukulele,  
Playing football and travelling.

## EDUCATION

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### 1. Diploma in Russian

University of Delhi [2020](#)

### 2. P.G. Diploma in Translation

Indra Gandhi National Open University (IGNOU) [2019 – First Division](#)

### 3. Certificate in Russian

University of Delhi [2018 – First Division with Distinction](#)

### 4. Masters (MA)

University of Delhi [2017](#)

### 5. BACHELOR(BA)

Kirorimal College, University of Delhi [2015 – First Division](#)

English, Hindi and Political science.

## ACHIEVEMENTS

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### Professional

Centre for Development of Advanced Computing (CDAC), Noida

- Editorial support for “Abhivyakti” a magazine.
- High quality technical content for web pages.
- Applauded for quality work by Joint Director, CDAC.
- **Represented Singapore as it's Delegate in IMUN conference (United Nation).**
- **A passionate writer, Public Speaking Expert on Media, Science and Various Subjects.**

### Educational

University of Delhi

- Editorial support for “Pallav” a college level magazine.
- Winner of college level sporting events.

Kendriya Vidyalaya, Leimakhong and Lamphelpat

- District level debate competition winner.
- Participated in regional level debate competition held at Silchar, West Bengal.
- Secured AIR Top 100 with 96% in History in class 12<sup>th</sup>.