

Rikia Weischedel

Translator

✉ rikia.weischedel@gmail.com

☎ (817) 571-1678

📍 1234 Sunshine Lane,
Orlando, FL 32801

Education

**Bachelor of Arts in
Translation Studies at Florida
International University,
Miami, FL**

Sep 2018 - May 2022

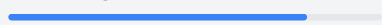
Relevant Coursework:
Translation Theory and Practice,
Comparative Linguistics, Cultural
Studies, Technical and Literary
Translation, Localization,
Audiovisual Translation,
Language Technology,
Professional Ethics, and Project
Management.

Links

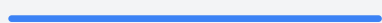
[linkedin.com/in/rikiaweischedel](https://www.linkedin.com/in/rikiaweischedel)

Skills

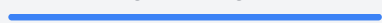
Multilingualism



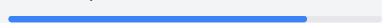
Cultural awareness



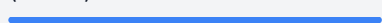
Terminology management



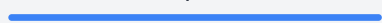
CAT tools proficiency (e.g., SDL
Trados)



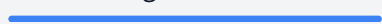
Machine Translation Post-Editing
(MTPE)



Localization expertise

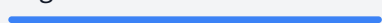


Time management



Languages

English



Bengali

Profile

Dedicated Translator with 1 year of experience, proficient in multiple languages and a strong track record of accurately translating documents and content. Skilled in managing time effectively and working well under pressure. Committed to maintaining cultural accuracy and providing high-quality translations that meet client needs.

Employment History

Senior Translator at TransPerfect Translations, FL

Feb 2023 - Present

- Successfully translated over 500 complex legal and financial documents within a year, ensuring 100% accuracy and client satisfaction.
- Managed a team of 10 translators, increasing overall productivity by 20% and reducing project turnaround time by 25%.
- Developed and implemented a new quality assurance process, resulting in a 15% decrease in client complaints and a 10% increase in repeat business.
- Trained and mentored 5 junior translators, helping them to improve their translation skills and achieve a 95% accuracy rate within six months.

Junior Translator at LanguageLine Solutions, FL

Aug 2022 - Dec 2022

- Translated over 1000 documents, including legal, medical, and technical materials, with a 98% client satisfaction rate within the first year of employment.
- Successfully interpreted for more than 250 live conference calls and meetings, ensuring smooth and accurate communication between parties and contributing to a 95% positive feedback rate from clients.
- Streamlined the internal translation process by implementing a new project management system, resulting in a 20% increase in efficiency and a 15% reduction in project turnaround time.
- Collaborated with a team of translators to complete a high-priority, large-scale project within a tight deadline, resulting in the company securing a long-term contract with a major international client.

Certificates

American Translators Association (ATA) Certification

Feb 2022

Diploma in Translation from the Chartered Institute of Linguists (CIOL)

Oct 2020

Memberships

American Translators Association (ATA)