

## **PRACHI ANUPAM KULKARNI**

Veronica, Flat No.22, Right Bhusari Colony, Pune 411038 India  
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### **ACADEMIC QUALIFICATION**

B.B.A. (Bachelor of Business Administration)

M.P.M. (Master of Personnel Management) Certificate course in German language.

### **LANGUAGE PAIRS**

EN<>MAR

EN<>HIN

### **SPECIALISATION (TRANSLATION SUBJECTS)**

Have experience in following fields: Life sciences, Legal (Labour laws, laws of contracts, Agreements, Deeds, Power of attorneys, Wills, Property documents, Health insurance, property insurance, birth/death certificates, court orders etc.) General Insurance, Medical, Automotive, IT, Telecom Economics, Finance, Business, Marketing.

### **WORK EXPERIENCE (Translation, Transcription and Subtitling)**

1. Since last 7 years, working as full time freelance translator, transcriber and subtitler.

2. Have translated more than 400000 words for various legal firms, automotive, pharma and medical research companies. The experience includes legal, financial, engineering **medical, life sciences** and general contents. Translated various Annual Reports, Directors' speeches, employee communications, company policy etc. **In medical translations, I have experience in translation of ICF, research proposals, other FT, BT, Reconciliation and cognitive debriefing. Others include instrument manuals, work instructions, user manuals etc. in the following fields:**

- Oncology, Cardiology, Vaccines, Diabetes, Psychology, Psychiatry, Infectious diseases etc.
- Clinical Trials protocols, clinical study, study protocol, Informed Consent Form, ICF, patient brochure, investigator brochure, IB, patient card, patient questionnaire
- Summary of Product Characteristics, SmPC (SPC), Labelling, Package Information Leaflets, PIL, Patient Information Leaflet, pharmaceutical, Product Information, PI, variations
- Adverse Events Report, pharmacovigilance, clinical trials, drug surveillance / monitoring
- In vitro diagnostics, IVD, IVDR, assay, biopsy
- Medical Device, MDR, Medical Device Regulation + specific keywords provided by the client
- Medical Marketing, medical device brochures, creative writing, medical advertising
- Medical Software, UI, GUI, software localization, website localization, software manuals, software strings
- Material Safety Data Sheets, MSDS, SDS, chemical, biochemical, MSDS template
- Medical General, patient records, journals, medical transcription, medical letters

3. Transcription in Marathi and Hindi languages. Have experience in various kinds of subject such as movies, educational videos, lectures and marketing communications. Can work in ExpressScribe, Aegisub, TranscriberAG, Workbench.

4. Worked on various subtitling projects in Marathi and Hindi, also worked for a US client which is a reputed news channel. Files delivered in .srt format or as per client requirement. Translated movie subtitles from English to Marathi and Hindi. Created videos with subtitles for media and online education websites. Done QC of Hindi content for Google. Movie subtitle creation for Marathi movies for Marathi entertainment channel.

### **WORK EXPERIENCE (Human Resources)**

Have total experience of 5 years as a "Human Resource Officer" in Manufacturing and IT companies. Work involved was employee communication, employee engagement and disciplinary actions.

### **IT & OTHER SKILLS**

Softwares: MS OFFICE i.e. MS Word, Excel, PowerPoint. Adobe Acrobat, Audacity, Wordfast Pro, Trados, Aegisub, Transcriber, Transcriber AG, Prabandhak, Linguamate, ATMS, Wordbee.

1. English, Hindi, and Marathi typing, fast in Devanagari script in Indian fonts.
2. Expert in Marathi and English both. Mother tongues are Marathi and English both, studied in English medium till post-graduation.
3. Quality oriented.