

Judah Charles Lotter

Independent Contractor



♂ Male

📅 11/09/1985

💍 Married

📍 South African national residing in India.

✉ judahlotterw@gmail.com

☎ +91 8197996883

🌐 [linkedin.com/in/judah-lotter-0a065ab5](https://www.linkedin.com/in/judah-lotter-0a065ab5)

🎓 EDUCATION

Westville Boys High School

2003 | Westville, KwaZulu-Natal, South Africa

Francois Piano Lessons

2002 | Durban, South Africa

Earned a Grade 3 Certification but qualified at a Grade 4 level

🌐 LANGUAGES

English

Native and professional



Afrikaans

Conversational level with the ability to read and write, not fluent



📄 PROFESSIONAL SUMMARY

Total work experience: 20+ years

Dynamic professional with extensive experience in captioning and localization. Expert in error detection, proofreading and captioning/subtitles. Proven adaptability and ability to learn quickly and comprehensively. Effective communication skills, consistently exceeding client expectations. Skilled in using specialized editorial or captioning software to optimize productivity and ensure adherence to client guidelines.

I have worked extensively for subtitling organizations with Hollywood clients, initially as a senior editor, and then shortly took on sensitive/technical/VA-title projects, and becoming a Subject Matter Expert. Notable projects I've worked on include but are not limited to Avengers: Infinity War, Black Panther, and Game of Thrones.

I am confident that I will be a proven valuable asset to any organization I join due to my strong conviction to maintain exceptional standards and work that I be proud of.

**My work history extends further than what is noted in my CV. Additional info can be shared upon request.*

📁 WORK HISTORY

Independent Contractor

Self-employed

05/2021 – Present | Shimla, India (Remote)

At present, I am a freelancer taking on various tasks, mostly in the field of captioning: film & TV, businesses' promotional videos, tutorials, online meetings, conferences, and more.

- Time and caption video in English template and English SDH/CC formats, studying and adhering to numerous different client guidelines/specifications
- Utilize specialized software tools to enhance productivity or meet specific client requirements
- Improve overall project quality by reviewing work diligently before submission to the client for approval
- Analyze feedback to gather input and identify areas required for improvement
- Review other users' work at the proof-reading step to improve quality and ensure the files meet clients' specifications and expectations before submission
- Audit user work, submit feedback, documentation, and notes to improve quality standards and train editors
- Prepare scripts to a subtitle-ready format before import to captioning software

Music Writer/Journalist

MEAWW

12/2019 – 04/2021 | Bengaluru, India

News Aggregation

SKILLS

Fast typing speed
Document formatting
Adherence to guidelines
Error detection
Language localization
Reading comprehension
Research
Idiomatic expressions
Script Adaptation
Text condensation
Subtitling standards
Subtitle synchronization
Native language fluency
Formatting consistency
Source language proficiency
Captioning expertise
Time-coding expertise
Verbal and written communication
Editing skills
Proofreading skills
Document review
Cultural awareness
Quality assurance processes
Attention to detail
Problem-solving abilities
Multitasking
Reliability
Excellent communication
Critical thinking
Organizational skills
Adaptability and flexibility
Cultural understanding
Professional ethics
Confidentiality understanding
Task prioritization
Interpersonal skills
Professionalism
Adaptability
Written communication
Diplomatic communication

- Developed engaging articles on trending topics of music artists to enhance audience engagement - 350 to 800 words
- Conducted thorough research to ensure accuracy and depth in content creation
- Gathered research quickly in order to publish articles ahead of the competition

Album, EP, and Single Reviews

- Listened to and critiqued complete albums and music videos before their release
- Researched artists' backgrounds from legit, trustworthy websites
- Wrote creative and trending reviews - 500 to 800 words

Celebrity Interviews

- Researched artists and prep interview questions
- Coordinated and arranged meetings with the PR
- Conducted telephonic interviews with renowned artists

Some Skills Include:

- Condensing and elaborating of info for articles
- English linguistics: professional-level grammar and vocabulary: written and verbal
- Eagle eye for errors and meticulous editing
- Fast, accurate typing and comprehension skills
- Clear and excellent communication skills
- Charismatic interview sessions with unique questions
- Wide cultural and pop cultural knowledge with fast research

Subject Matter Expert

Deluxe Media, Digicaptions

04/2015 – 11/2019 | Bengaluru, India

Editorial: Localization

English Template Creation

- Transcription
- Conforming and conform file preparation
- Spotting and script-cleaning

QA - Proof Step/Review

- First QA and second QA
- Tape update/redelivery proof and revision of files
- FD (foreign dialogue) into English proof
- Examine and tackle EMTs/suggestions

Netflix Coordination

- Assigning of tasks/files
- Coordinating with Netflix team
- Assist freelancers, provide info/materials

Trainer

- Conducted SUB (MEF/English template) training
- Updated training module and documentation

Some Skills Include:

- Exceptional audio fidelity

HOBBIES

- Piano, drums, guitar, singing, music composing
- Listening to a wide variety of music
- Gaming
- Cooking
- Adventuring
- Movies
- Road-tripping
- Surfing
- Fishing

- English linguistics: professional grammar and vocabulary - written and verbal
 - Eagle eye for errors and meticulous editing
 - Fast, accurate typing and comprehension skills
 - Clear and excellent communication skills
 - Microsoft Office and necessary subtitle software (such as EZTitles)
 - Wide cultural and pop cultural knowledge, fast research
-

Consultant

Southern Asia Bible College

11/2013 – 04/2015 | Bengaluru, India

Provided Consultation for:

Promotions

- Designed promotional materials - brochures, flyers, etc.

Annual magazine

- Conducted team meeting, allocating responsibilities/ assignments
- Editing
- Proofreading
- Layout planning

Scholarship management

- Administration/management of donor database
- Correspondence with donors - including greetings, wishes, and invitations

e-Learning Programme

- Establish and develop soft copies of course materials and books
 - Proofreading
 - Cover design
-

Business Development Manager

FSH Design Pvt. Ltd.

06/2011 – 02/2013 | Bengaluru, India

Under this organization, I essentially took on 3 different roles including:

Business Development Manager

Admin Manager

Research Library Manager

Duties:

- Staff time sheet management and administration
- Company Project List management and administration
- Website design - designing, layout planning, and coordination
- Facebook account - administration
- Company profile - design, management, and administration
- Company brochure - design and coordination
- Company pamphlet/leaflet design
- Company logo - design and coordination
- Company PowerPoint - design and administration

- Management of photos and images
- Google Apps email account administration
- Creator Manager and administration of soft info library
- Project contract documentation and administration
- Content writer - promotional materials, including website and adverts
- Company President CV design and coordination, including PowerPoint
- Songbook (company side project)- Creator/Manager and Designer (approx. 800 songs)
- Soft stationery designer, management, administration and coordination - including logos, flow charts, business cards, letterheads, and many more.

Additional duties also included coordinating, scheduling, and attending meetings such as:

- Client meetings
 - Staff meetings
 - Business processes
 - Interior design and architecture planning
 - Sales
 - Web design
 - Business partnership venture meetings
-