



Lusanda Makupula

Freelance African Language

Translator - Afrikaans, English, Xhosa

Experienced freelance translator with over 10 years of expertise in translating English, Afrikaans, isiXhosa, and isiZulu. Proven track record of delivering accurate and culturally nuanced translations for diverse clients across various industries, including legal, medical, technical, and literary fields. Highly skilled in maintaining the integrity and intent of the original content while ensuring clarity and readability in the target language. Adept at meeting tight deadlines and managing multiple projects simultaneously. Committed to providing high-quality translation services that bridge language barriers and facilitate effective communication.

Contact

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Address

Jeffreys Bay, South Africa

Education

2024

**Bachelor of Education -
Foundation Phase**
UNISA

2021

120Hr TEFL Certificate
Teacher Record

2022 - Current

**Municipal Finance Management
Diploma**
FACHS

2011

Matric Grade 12 Certificate
Nico Malan High School

Core Skills

- Editing and proofreading
- Localization
- Project management
- Intercultural communication

Expertise

- Strong written communication skills
- Detail-oriented
- Can meet strict deadlines
- Self-motivated
- Computer Literate
- Research skills

Language Combos

English

Afrikaans

Xhosa

Zulu

Experience

2013 - Current

Kouga Local Municipality

Transcriber

In my recent role with the municipal council, I transcribed meetings held in Afrikaans, isiXhosa, and Sesotho, ensuring accurate and culturally sensitive translations of crucial minutes on community issues. I collaborated closely with community leaders and officials, ensuring that transcriptions were relevant and appropriately tailored to each linguistic group. My strong organizational skills, attention to detail, and ability to manage multiple projects simultaneously were essential in meeting deadlines and promoting linguistic diversity and inclusion in public services. Additionally, my expertise in maintaining confidentiality, excellent listening and typing skills, and proficiency in various transcription software further enhanced the quality and efficiency of my work.

2017 - Current

Kouga Local Municipality

LLM (Languages of Lesser Means) translation projects

In my recent role with the municipal council, I managed several LLM (Languages of Lesser Means) translation projects, ensuring equitable access to municipal services and information for all residents. I translated documents, such as public notices and community newsletters, into Afrikaans, isiXhosa, and Sesotho. Notably, I worked on translating crucial documents covering topics like waste management and public health, enhancing residents' understanding of their rights and services. Collaborating with community leaders and officials, I ensured translations were culturally sensitive and relevant. My strong organizational skills and attention to detail were key in coordinating these projects, meeting deadlines, and promoting linguistic diversity and inclusion in public services.

2012 - 2013

Kouga Local Municipality

Committee Clerk

As a committee clerk, I efficiently compiled agendas, edited and proofread documents prior to publishing, and distributed materials in preparation for meetings. During meetings, I transcribed discussions and subsequently compiled, edited, and proofread minutes before distribution. My meticulous attention to detail and organizational skills ensured smooth meeting preparation and accurate record-keeping.

Reference

Brenda Klopper

Committees Manager, Kouga
Local Municipality

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Kouga Local Municipality

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