

RABINDRA KUMAR PATHAK

#1102, Kritika Jewels (Emerald), Sector 18, Ulwe, Navi Mumbai – 400706

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Email: soyrabindra@gmail.com

Personal Details

Date of Birth: 22 January 1984

Civil Status: Married

Languages: English, **Spanish**, Italian and Hindi

Career Summary

Jun 2019 – present

Translation Specialist, Bioclinica India Private Limited (QINECSA), Mysore, India

Dec 2013 – Jun 2019

Spanish Linguist, Quantum solution India (PAREXEL), Chandigarh, India

Apr 2012 – Dec 2013

Spanish Linguist (Senior Technical Executive), MSR IT Solution, Kolkata, India

Professional Knowledge / Experience:

Jun 2019 – present

Bioclinica India Private Limited & QINECSA, Mysore, India

Translation Specialist (Medical Translator)

- Performing translation of source documents/literature abstracts/articles in Spanish language to English or as required, and filling forms as requested/instructed by the client.
- Ensuring consistency in translation terminology, in particular for frequently translated medical terms, throughout the team.
- Interacting with internal contacts/team members to resolve the issues related to the translation work.
- Maintaining a working knowledge of pharmacovigilance and common medical terminology
- Maintaining an awareness of global regulatory obligations to ensure compliance with required timelines.
- Reviewing the data translated by primary translator for accuracy in translation.
- Reviewing cases requiring corrections with the corresponding translation.
- Providing quality feedback to team resources
- Tracking and maintaining quality metrics
- Working with the follow up team to obtain missing information by **communicating with reporters** (patient/pharmacist/ patient family members/ nurse).

- Mentoring and guiding the activities of the translator within in the team.
- Performing any other drug safety related activities as assigned

Dec 2013 – Jun 2019

Quantum Solution India & PAREXEL International Services, Chandigarh, India
 Spanish Linguist (**Medical Translator**)

- Translating texts from Adverse Event Reports, Social Media posts, Literature Abstracts from ICSRs and PSURs, Articles, Executive Summaries from Spanish to English and vice versa.
- Performing quality check of the translated documents.
- Interacting with Spanish speaking reporters for obtaining missing information as needed.

Apr 2012 – Dec 2013

MSR IT Solution, Kolkata, India

Senior Technical Executive (Spanish Language)

- Providing Technical support to Spanish speaking clients
- Resolving queries using SCCM, Team viewer for troubleshooting and other tools.
- Collaborating with Native Spaniard technicians on Skype and calls
- Handling weekly conference calls with native speakers.
- Working as a bridge between technicians from MSR and Quadriga Spain.

Qualifications:

2014 – 2015

Studying Italian language from Italian Embassy, New Delhi

2010 – 2011

2 years' Diploma in Spanish Language and Literature, Jawaharlal Nehru Academy of Languages, New Delhi, India

2001 – 2004

B.Sc. (Mathematics), Tilak Majhi University, Bhagalpur, India

Computer Skills:

WORDFAST Pro, SAP (Production module), MS Excel, Office 365.

Hobbies:

Photography.