

# *Cuttingedge*

*Brochure*



CUTTINGEDGE TRANSLATION SERVICES PVT. LTD.

## ABOUT US:

CUTTINGEDGE TRANSLATION SERVICES PVT. LTD. (CUTTINGEDGE) IS ONE OF THE LEADING LANGUAGE COMPANIES WITH QUALITY AS ITS CORE VALUE. INSPIRED BY “WATER” WE ARE TRANSPARENT IN OUR POLICIES, FREE FLOWING IN OUR THOUGHTS AND HIGHLY TRANSFORMABLE IN EXECUTING CLIENT’S REQUISITE. OUR CLIENT CENTRIC APPROACH ENABLES US TO EXCEED THE SET EXPECTATIONS.

ESTABLISHED IN 2007, HEADQUARTERED IN DELHI NCR, INDIA. IN MERE FEW YEARS, WE HAVE ACHIEVED DISTINCT PROMINENCE IN THE CHALLENGING LANGUAGE INDUSTRY OFFERING QUALITY TRANSLATION & INNOVATIVE LANGUAGE-RELATED SERVICES.

ONE OF THE BIGGEST STRENGTHS OF CUTTINGEDGE IS THE UNPARALLELED QUALITY OF ITS WORLD CLASS SERVICES AND PRACTICE OF PROVIDING GENUINE HUMAN TRANSLATIONS.

**VISION:** OUR VISION IS TO LEAD THE LANGUAGE INDUSTRY AND CATER TO EVERY SMALL AND LARGE COMPANY WORLDWIDE.

**MISSION:** OUR MISSION IS TO PRESENT CUSTOMERS WITH EFFICIENT STRATEGIES BY ASSURING BEST QUALITY, FASTEST TURNAROUND, IN-COUNTRY EXPERTISE AND FULL CONFIDENTIALITY WHILE MAINTAINING THE COMPETITIVENESS.

## WE BELIEVE IN:

- ◉ SPEAKING..... YOUR LANGUAGE
- ◉ GIVING..... PERSONAL TOUCH TO YOUR BUSINESS
- ◉ MOVING..... WITH THE CHANGING TIMES
- ◉ PUTTING..... THE CLIENTS FIRST
- ◉ WORKING..... IN A STYLE THAT IS RIGOROUS AND COLLABORATIVE
- ◉ DELIVERING..... VALUE FOR MONEY
- ◉ BEHAVING IN..... A MANNER WHICH IS FRIENDLY, HONEST AND OPEN



TO ASSURE THE BEST QUALITY WE ARE ISO 9001: 2008 CERTIFIED AND ADHERE TO TQM IDEOLOGIES. WE BELIEVE IN CONTINUOUS EVOLUTION AND HENCE TECHNOLOGY IS AN INDISPENSABLE PART OF US. COUPLED WITH TEAM WORK WE GIVE OUR BEST TO CONVEINE CLIENT SATISFACTION.

OUR EXTENSIVE RESEARCH, A PROFESSIONAL TEAM OF IN-HOUSE TRANSLATORS, INTERPRETERS, EDITORS, PROOFREADERS AND CONTENT MANAGERS ENABLES US TO DELIVER LOCALIZED SOLUTIONS OF THE HIGHEST QUALITY IN ANY LANGUAGE FOR ANY INDUSTRY.

## KEY SERVICES:

CUTTINGEDGE TRANSLATION SERVICES PVT. LTD. PROVIDES A WIDE RANGE OF INNOVATIVE SOLUTIONS TO HELP COMPANIES MAXIMIZE THEIR GLOBAL PRESENCE. AT CUTTINGEDGE, WE UNDERSTAND YOUR GLOBAL BUSINESS NEEDS AND OUR SERVICES ARE TAILORED TO SUIT YOUR REQUIREMENTS.

### SOME OF THE KEY SERVICES WE OFFER INCLUDE:

#### TRANSLATION:

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- ⦿ DOCUMENT TRANSLATION (FOR MEETING AND CONFERENCE MATERIALS)
  - ⦿ WEBSITE TRANSLATION (GLOBALIZATION SOLUTIONS FOR ONLINE REGISTRATION SITES)
  - ⦿ TECHNICAL TRANSLATION (AUDIO VISUAL EQUIPMENT AND TECHNICAL SUPPORT)
  - ⦿ MEDICAL TRANSLATION
  - ⦿ FINANCIAL TRANSLATION
  - ⦿ LEGAL TRANSLATION
  - ⦿ TRANSLATION FOR MARKETING & PR (PUBLIC RELATIONS)
  - ⦿ TRANSLATION FOR GOVERNMENT
  - ⦿ PERSONAL TRANSLATION (ACADEMIC CERTIFICATES, BIRTH CERTIFICATES ETC.)

### **INTERPRETING:**

- ⦿ ON-SITE INTERPRETING (SIMULTANEOUS, CONSECUTIVE, WHISPERED, LIAISON)
- ⦿ AUDIO AND VIDEO TRANSCRIPTION
- ⦿ VISUAL LANGUAGE INTERPRETATION (SIGN LANGUAGE)
- ⦿ VOICEOVER

**PLACEMENT SERVICES:** WE PROVIDE PLACEMENT OPPORTUNITIES TO TRANSLATORS, INTERPRETERS, VOICE QUALITY ANALYSTS, AND ESCORTS WITH OUR PARTNER COMPANIES. WE WORK CLOSELY WITH OUR PARTNERS IN SHORT LISTING CANDIDATES BASED ON THEIR REQUIREMENTS.

**MULTILINGUAL SERVICES IN MEDICAL / HEALTHCARE DOMAIN:** WE PROVIDE MEDICAL ASSISTANCE IN ALL THE MAJOR LANGUAGES SPOKEN WORLDWIDE TO ASSIST INTERNATIONAL PATIENTS DURING THEIR VISIT TO INDIA (E.G. FRENCH, GERMAN, SPANISH, ITALIAN, ARABIC, SINHALESE ETC.)

MULTILINGUAL ASSISTANCE FOR INTERNATIONAL PATIENTS

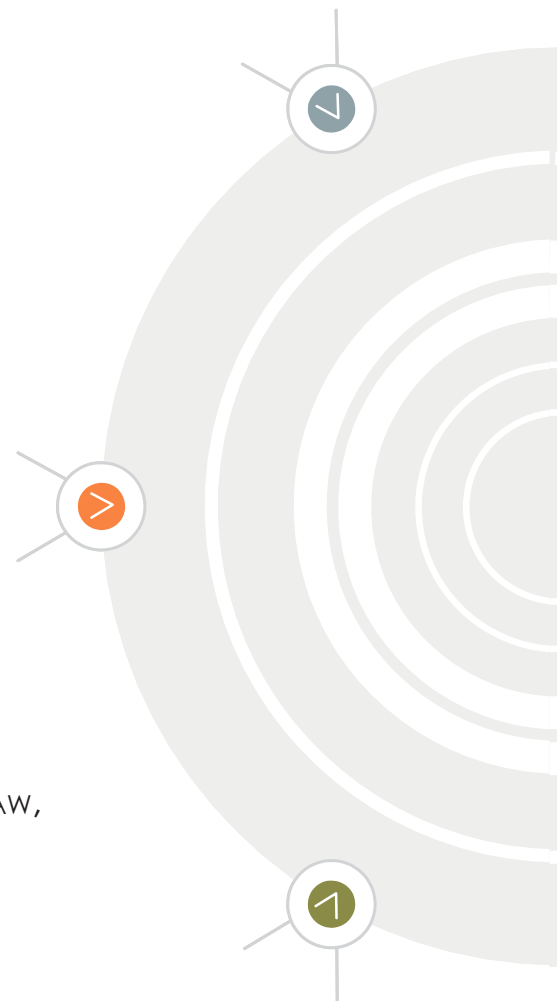
MULTILINGUAL NURSES

MULTILINGUAL MANAGEMENT STAFF

MULTILINGUAL INFORMATION TECHNOLOGY (IT) STAFF

MULTILINGUAL ADMIN/CLERICAL STAFF

**MULTILINGUAL DESKTOP PUBLISHING (DTP):** IN ORDER TO PROVIDE YOU COMPLETE PEACE OF MIND WE CATER TO ALL MAJOR EUROPEAN, ASIAN AND MIDDLE EASTERN LANGUAGES. WE MONITOR MULTILINGUAL DESKTOP PUBLISHING PROJECTS FOR ON-TIME DELIVERY, BEST QUALITY AT THE SAME TIME MAINTAINING CONFIDENTIALITY. WE SERVICE A WIDE RANGE OF FILE FORMATS: PHP, ASP, RTF, HTML, XML, MICROSOFT OFFICE 1997/ 2000/ 2003/2007 DOCUMENTS, XML FORMATS, ADOBE INDESIGN CS2/ CS3, ADOBE ILLUSTRATOR CS2/ CS3, QUARKXPRESS, ADOBE PHOTOSHOP, CORELDRAW, FREEHAND AND MACROMEDIA DREAMWEAVER FILES.



## LANGUAGES OFFERED:

WE OFFER TRANSLATION AND INTERPRETING SERVICES IN THE FOLLOWING LANGUAGES:


EUROPEAN	MIDDLE EAST & EASTERN EUROPEAN	ASIAN	INDIAN LANGUAGES	AFRICAN
DANISH	ALBANIAN	BANGLADESHI	ASSAMESE	AFRIKAANS
DUTCH	ARABIC	BHUTANESE (DZONGKHA)	BENGALI	AMHARIC
ENGLISH	ARMENIAN	BURMESE	BODO	SOMALI
FINNISH	AZERBAIJANI	CHINESE	DOGRI	SWAHILI
FLEMISH	BELARUSIAN	FILIPINO (TAGALOG)	GUJARATI	TWI
FRENCH	BOSNIAN	INDONESIAN	HINDI	ZULU
GERMAN	BULGARIAN	JAPANESE	KANNADA	
GREEK	CROATIAN	KAZAKH	KASHMIRI	
ICELANDIC	CROATIAN	KHMER	KONKANI	
ITALIAN	CZECH	KOREAN	MAITHILI	
MALTESE	DARI	KURDISH	MALAYALAM	
NORWEGIAN	ESTONIAN	KYRGYZ	MANIPURI/MEITEI	
PORTUGUESE	FARSI	LAO	MARATHI	
SPANISH	GEORGIAN	MALAGASY	NEPALI	
SWEDISH	HEBREW	MALAY	ORIYA	
	HUNGARIAN	NEPALESE	PUNJABI	
	LATVIAN	PASHTO	SANSKRIT	
	LITHUANIAN	SINHALESE	SANTHALI	
	MONGOLIAN		SINDHI	
	POLISH		TAMIL	
	ROMANIAN		TELUGU	
	RUSSIAN		URDU	
	SERBIAN			
	SLOVAK			
	SLOVENE			
	TAJIK			
	TURKISH			
	UZBEK			



## QUALITY ASSURANCE:

IN TODAY'S ERA OF GLOBALISATION AND SPEEDILY CHANGING BUSINESS ENVIRONMENT, STAYING AHEAD ON THE BASIS OF COST IS NOT THE ONLY CRITERIA, THEREFORE WE HAVE STRICT QUALITY GUIDELINES IN PLACE TO CHECK ALL OUR SERVICES MEET GLOBAL STANDARD AND FIT THE REQUIREMENTS OF OUR CLIENT.

## HOW DOES CUTTINGEDGE ASSURE FINEST QUALITY IN TRANSLATION?

- ◉ WE HANDPICK THE BEST TRANSLATORS IN THE BUSINESS BASED ON THEIR EXPERIENCE AND SKILL-SET.
  - ◉ WE ENSURE ALL OUR TRANSLATORS FOLLOW OUR STRICT SELECTION CRITERIA.
  - ◉ WE MAKE SURE THAT ALL OUR TRANSLATORS ARE AT LEAST DEGREE LEVEL HOLDERS IN TRANSLATION AND ARE PROVEN SUBJECT SPECIALISTS IN CLIENT PROJECTS/ PRODUCTS/FORMATS.
  - ◉ OUR TRANSLATORS HAVE WORKING INDUSTRY EXPERIENCE FOR THE MATERIAL THEY TRANSLATE
  - ◉ MOST OF OUR TRANSLATORS ARE NATIVE SPEAKERS OF THE LANGUAGE THEY TRANSLATE IN AND ARE PROVEN SUBJECT MATTER EXPERTS.
  - ◉ THESE TRANSLATORS ARE DEDICATED TO EACH PROJECT WHICH BEST SUITS THEIR PROFILE IN THE LONGER TERM.
  - ◉ ALL TRANSLATIONS ARE REVIEWED BY PROOF READERS, AND THEN CONTENT MANAGERS WHO ARE RESPONSIBLE FOR OVERALL QUALITY CONTROL, AND CONSISTENCY DURING THE LIFE-SPAN OF THE PROJECT BASED ON CLIENT SPECIFIC REQUIREMENTS.
  - ◉ ALL OUR TRANSLATORS ARE EXPERTS IN HANDLING THE LATEST CAT (COMPUTER-AIDED TRANSLATION) TOOLS AND OTHER TRANSLATION SOFTWARE.
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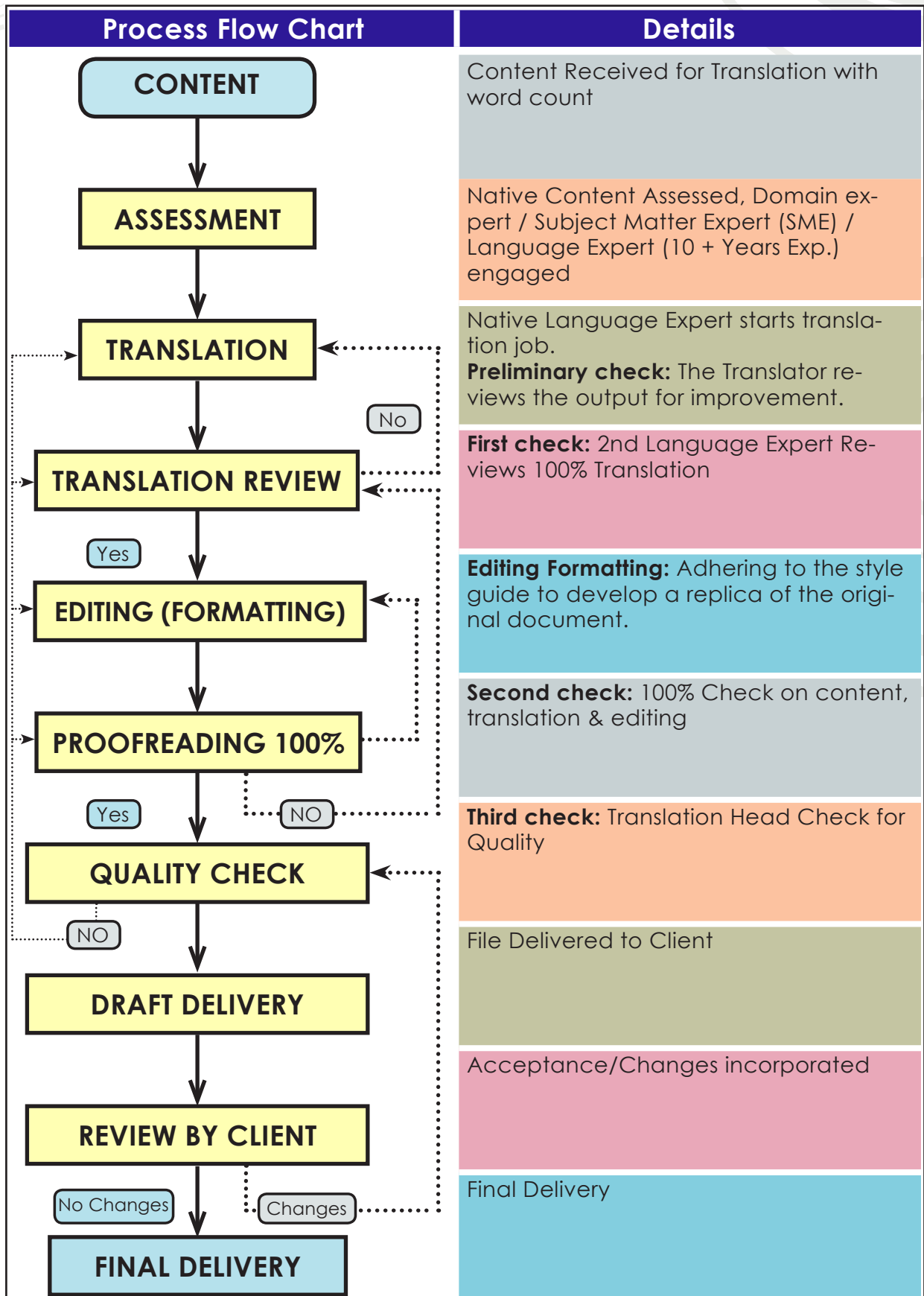
- ⦿ ALL OUR TRANSLATORS ARE WELL AWARE OF THE LATEST TERMINOLOGY IN THEIR CHOSEN FIELDS OF EXPERTISE. THEY KEEP THEMSELVES UPDATED WITH THE LATEST TERMINOLOGY USED IN TECHNICAL, FINANCIAL, MEDICAL AND OTHER TRANSLATION FIELDS.
- ⦿ WE REGULARLY MAINTAIN & UPDATE OUR DATABASE WITH THE LATEST TERMINOLOGY IN DIFFERENT FIELDS OF TRANSLATION.

## OUR QA ANALYST CHECKS THE FOLLOWING ELEMENTS:

- ⦿ SPELLING --- GRAMMAR --- TYPOGRAPHY CONVENTIONS ---  
TERMINOLOGY CONSISTENCY
- ⦿ INAPPROPRIATE TRANSLATIONS (CHANGING THE MEANING OF THE SOURCE TEXT)
- ⦿ KEY TERMINOLOGY



## TRANSLATION PROCESS





## CONTACT DETAILS:

### **CUTTINGEDGE TRANSLATION SERVICES PVT. LTD.**

A-75, SECTOR 58 NOIDA, UP, 201301,  
(DELHI NCR), INDIA

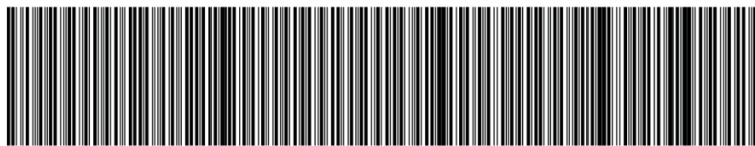
TEL: +91-120-421-9468

FAX: +91-120-432-9735

[translation@cuttingedge.co.in](mailto:translation@cuttingedge.co.in)

[www.cuttingedge.co.in](http://www.cuttingedge.co.in)

FOR ALLIANCE AND PARTNERSHIP QUERIES: [info@cuttingedge.co.in](mailto:info@cuttingedge.co.in)



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