

DRAVON OCHIENG

AI DATA TRAINER | DATA ANNOTATION | DATA ENTRY | TRANSCRIPTION | CAPTIONING | RESEARCH

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PROFESSIONAL PROFILE

Detail-oriented remote professional focused on AI training, data annotation, data entry, transcription, captioning, research, content evaluation, translation, and quality assurance. Strong at following detailed guidelines, reviewing information carefully, identifying errors, maintaining consistency, and completing high-volume tasks accurately. Comfortable learning new browser-based platforms and working independently in deadline-driven remote environments.

CORE EXPERTISE

- AI Data Training & Evaluation
 - Data Entry & Processing
 - Academic & Online Research
 - English-Swahili Translation
 - Microsoft Excel & Word
- Data Annotation & Labeling
 - Data Quality Review
 - Information Verification
 - Proofreading & Editing
 - Guideline-Based Review
- Human Evaluation
 - Audio Transcription
 - Data Collection
 - Quality Assurance
 - Attention to Detail
- Content Classification
 - Captioning & Subtitling
 - Web Research
 - Google Sheets & Docs
 - Remote Collaboration

AI TRAINING & DATA EVALUATION

- Review digital content according to detailed project guidelines, evaluation criteria, and quality standards.
- Identify inconsistencies, inaccuracies, unclear labels, and other quality issues in training data.
- Apply accurate labels and classifications to text, images, audio, and other data when required.
- Maintain consistency across large volumes of review tasks and perform quality checks before submission.
- Adapt quickly to new annotation platforms, project instructions, and evaluation workflows.

DATA ENTRY & RESEARCH

- Enter, organize, verify, and maintain information accurately in spreadsheets and digital systems.
- Review records for missing, duplicated, inconsistent, or incorrectly formatted information.
- Conduct online and academic research; locate, collect, compare, and verify information from relevant sources.
- Extract information from websites, articles, reports, and documents and organize findings into structured formats.
- Complete repetitive, detail-sensitive tasks consistently while meeting project deadlines.

TRANSCRIPTION & CAPTIONING

- Transcribe spoken audio into clear, accurate written text while following project-specific conventions.
- Proofread transcripts for spelling, punctuation, grammar, speaker identification, and formatting.
- Create clear captions and review timing/alignment with spoken content where required.
- Use context carefully when audio is unclear and maintain consistency throughout transcripts.

LANGUAGE & CONTENT SERVICES

Translation: English-Swahili translation and localization. Language Quality: proofreading, editing, natural-language review, grammar and clarity checks. Content: written-content evaluation and quality review.

PROFESSIONAL STRENGTHS

Accuracy
Careful when entering, reviewing, and validating information.

Attention to Detail
Able to identify small differences, inconsistencies, and errors.

Instruction Following
Comfortable working with detailed guidelines and quality requirements.

Adaptability
Quick to learn unfamiliar tools, platforms, and workflows.

EDUCATION

Educational Qualifications

To be updated with highest qualification and institution.

LANGUAGES

English — Professional | Swahili — Native/Fluent

TARGET REMOTE ROLES

AI Data Trainer • Data Annotator • AI Content Evaluator • Search Evaluator • Data Entry Specialist • Transcriptionist • Captioner • Research Assistant • Content Reviewer • Quality Assurance Specialist

AVAILABILITY

Remote • Freelance • Contract • Part-Time • Project-Based