

RESUME

Contact Details:

T B Santhosh
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Personal Details:

Date of Birth: February 13, 1972
Sex: Male
Marital Status: Married
Nationality: India

Languages proficient in:

English, Malayalam

Educational Qualification:

- ◆ Masters in English (*Indira Gandhi National Open University, 2000*)
- ◆ Bachelors in Malayalam (*Mahatma Gandhi University, 1993*)

Job Experiences:

- ◆ 19 years of **English - Malayalam** translation (since 1995)
- ◆ 15 years of **Malayalam - English** translation (since 1999)
- ◆ 18 years of **proofreading in English and Malayalam** (since 1996)
- ◆ 15 years of **editing in English and Malayalam** (since 1999)


Other Areas of Expertise:

- ◆ Office management and administration
- ◆ Expertise in MS Office applications and Internet

DECLARATION

I do hereby declare that the above furnished information and details are true and correct to the best of my knowledge and belief.

Date: January 1, 2015
Place: Kochi, Kerala


T B Santhosh