**(Mrs.) Sonali Parulekar**

Reach Me instantly at : [sonali.zenia@gmail.com](mailto:sonali.zenia@gmail.com), Hello : +919930004479

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**Application for** : FREELANCE Translator / Content Writer / Proof Reader in English-Hindi-Marathi Languages

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**Professional Summary :**

A Rich Experienced Academic Content Writer, Translator, Teacher, Private Tutor & a Personalized Coaching Expert . You will also know me as an intelligent & dedicated teacher with a quest to offer an asset of knowledge & seeking a long term academic bonding with the students who have quest for knowledge.

Keen to use my inter personal skills, knowledge and experience in :

1. gaining the freelance projects for accurate translation, content write ups, Educational Writing, Academic Q & A-Model Paper setting , Educational Assignment Assistant etc..
2. providing flawless coaching as right and an eligible tutor to the respective student/s/group of students.

**Insider Core Skills & Major Strength Areas :**

Interest in :

(i) Translation projects in languages ( English, Hindi, Marathi )

(ii)Tutoring for academic levels up to grade 12th of State Board / ICSE .

I have the relevant skills of :

1. Effective Communication
2. Drafting
3. Fluency in languages
4. Persuasive power
5. Timely Follow up & Feedback from Students as well parents.
6. To pick the best by Thorough Refining & Rigorous Researching
7. Candid Tricks for remembering the points in studies
8. Spontaneity
9. Providing Personalized Notes
10. Proficient in Computer & Internet
11. Extremely organized
12. Can perform necessary testing like written or oral tests to determine if the student has understood the lesson.
13. Web based E-Tutoring
14. Personal Attention
15. Close Student Screening
16. Target Achiever
17. Accurate Translation Skills
18. Error-free Content Write ups
19. Creative and Passionate about Writing
20. Idea generator & conceptual thinker
21. Ability to take complex data and present it in an easy-to-understand manner.
22. Grammar friendly write up
23. Ability to consistently meet deadlines.

**Academic Background :**

LLB : Passed with Second Class from Mumbai University ( Year 2004 ) with specialization

in Criminal Law & Women and Children’s Law

B.Ed : Passed with B+ Grade from Mumbai University ( Year 1995 )

M.A : Passed with Second Grade in Language Literature from Mumbai Univ.( Year 1994)

B.A. : Passed with Second Grade with Social Studies from Mumbai University ( Year 1992)

**Expertise :**

1. Grammar – English / Hindi / Marathi

2. English / Social Studies (History-Geography)/ Economics / EVS - Can teach upto Grade

10 ( State Board )

3. Hindi / Marathi – up to 12th Grade ( Any Board )

4. Spoken Languages – English / Hindi / Marathi

5. Content Write up / Translator / Model Paper Setting / Answer Key Setting etc for the below subjects :

Hindi / Marathi / English / History / Geography / Economics / EVS / Grammar

**Employment :**

* I have experience of setting answers for the MH Board for grade X & XII ( Have worked as Freelancer for Oswal Publications, Agra )
* I have experience as Digital Evaluator for TCS, Mumbai.
* Have worked with “ Gurunanak High School” as a teacher till grade X.
* Personalized Tutoring

**Languages Known ( Written & Read ) :**

English, Hindi & Marathi

**Date of Birth :** 8th April, 1972

**Leisure activities :**

Reading ( in general and novels ), movies, music, visiting new places etc interests me.

I hope to bag on this opportunity Online Tutor Job at the mid-way of my career ladder .

I assure you my dedicated efforts as per the requirement to achieve the target within time.

I will appreciate if the necessary additional training or terms are imparted in this regard ( if necessary ).

Thanking you,

Yours faithfully,

Sd/-

Sonali Parulekar