

CURRICULUM VITAI

Name: Aruna Kencha

Email: akencha91@gmail.com

Mobile: +91-91001 54008

Career Objective:

To secure a challenging position where, I can effectively contribute my skills.

Educational Qualifications:

LEVEL OF EDUCATION	INSTITUTION	BOARD/UNIVERSITY	YEAR OF PASSING	AGGREGATE (In %)
B.Com	Kamala Mehta Degree college	Mumbai University	2012	67.17%
Intermediate	Vidhyanidhi junior college of commerce	Mumbai University	2009	60.00%
S.S.C	Sheth M.A High School	Mumbai University	2007	56.30%

Skills:

- Hindi content writer
- English to Hindi translation

Work Experience - 2 Years

- **Admin Support Personnel as Hindi Translator**

My work includes, Hindi Technical and Administrative translations, conducting various programs, Seminar, Workshops, on Official Language Implementation Program.

- Freelancer for English to Hindi translations (from 1.2 years)

Personal Profile:

Husband Name : Kencha Rajesh
D.O.B : 06/03/1991
Nationality : Indian
Languages : Hindi, English, Marathi and Telugu

I hereby certify that all the information provided above is true to the best of my knowledge.

Place: Hyderabad

Date: 19-02-2020

ARUNA KENCHIA