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EDUCATION QUALIFICATION :  class 10- 10 CGPA (Delhi public school)

                                                       class 12- 80% (Delhi public school)

                                                          BSC. physical sciences from Delhi university

                                                          certificate course in German language from Delhi university

                                                           certified Transcriptor

WORKING EXPERIENCE :           1-       i have two years of extensive experience in translating different kinds of projects      including  medical histories, insurance booklets technical, financial companies documentation, website translation, media and news translation.

                                                             2-   excellent understanding of mechanical terms used in various documents.regularly completing projects of translation for different companies.

                                                             3-  completed many projects of transcriptions from hindi and punjabi to english.i have translated 500 minutes audios of both languages up till now.

                                                               4-  translating notices, tests and different educational documents in hindi on daily basis for school system in usa.

                                                         5-    translated almost 1 lakh words related to physics, chemistry and pharmacy.

                                                     6-    I have one year working experience in  transcription in e learning center of forensic sciences                                                              of  Delhi university.

                                                      7-  I have translated e-books, Hindi to English..

                                                     8-   i am author in books names

                                                        1- Down the novice lane

                                                         2- 8 Maples

                                                         in my one year experience i have translated , proofread, edited books and e books.and so                                                                many  category projects in different domain like travel and tourism, legal, video games                                                                     ,marketing ,mobile apps, fashion and beauty, website and social media.

                                                            I am content writer and voice artist also and more than 10 poems have been published in                                                                various anthologies. Hindi is my native language and English is my working language. i am                                                                comfortable to work in two of these languages.

PERSONAL DETAILS :                                nationality: indian

                                                                sex : female

                                                              marital status: single

AVAILABILITY AND CAPACITY :                      available: 24/18

                                                              25000 words per day for translation.

                                                                200 minutes per day for transcription

RATES  :                                                  translation: $0.05 / word

                                                              proofreading :$0.025 / word

                                                               reviewing and editing :  $ 10hour

                                                               transcription : $2 /minute

                                                                  transcription with translation : $3/ minute

                                                               payment method: western union