**RESUME**

**Chaitra N**

Chaithraraghu0314@gmail.com

9164640446

**CAREER OBJECTIVE**

Aim to be associated with a progressive organization that gives me scope to update my knowledge and skills in accordance with latest trends and be a part of the organization and gains satisfaction thereof.

**SKILLS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Computer Skills** | Operating Systems | Percentage | Grade |
|  | M.S Office, DOS, Kannada Nudi, DIT with Tally 9.0 vat | 88% | A |

**EDUCATION**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree/Course** | **Institute/College** | **University/Board** | **Percentage/CGPA** | **Year of Passing** |
| MA in Economics | MGM College | Karnataka State Open University | 68.5% | 2016 |
| BA | SRSMGNFC Barkur | Mangalore | 68.26% | 2014 |
| PUC | Government PU College Bidkalkatte | Pre University | 73.66% | 2011 |
| SSLC | Government Junior College Bidkalkatte | KSEEB | 64.80% | 2009 |

**WORK EXPERIENCE**

**May 2020 - Current – Kannada Translator - Valuepoint Knowledge works**

* Translate various types of document including E-Commerce and Education domain.
* Translated more than 3 to 5 lakhs words.

**June 2018 – January 2018 – Kannada Translator – Healofy**

* Translated document like Mother and Child healthcare.
* Translated more than 50000 words.

**June 2017 – August 2018 – Kannada Teacher – First Guide Academy**

* I have taught children from class 5 to 12.

**STRENGTHS**

* Good communication.
* Positive Attitude, Commitment to work.
* Comprehensive Problem Solving Abilities.

**PERSONAL DETAILS**

Address : #29, 1st Main, 2nd Cross, Sarakki Garden,

6th phase JP Nagar, Bangalore, Karnataka –

560078

Date Of Birth : 14/02/1994

Gender : Female

Nationality : Indian

Marital Status : Married

Languages known : English, Kannada

**DECLARATION**

I hereby declare that the information furnished above is true to the best of my knowledge.

Date : Chaitra N

Place : Bangalore