

Janardhan Marappa

Triveni Gardens, Rayakottai Road, Hosur, Krishnagiri Dist, Tamilnadu - 635109, India
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As a foreign language translator, I possess the unique ability to break down language barriers and facilitate meaningful communication between diverse cultures.

With a passion for languages and a commitment to precision, I strive to deliver translations that not only convey words but also capture the essence and cultural nuances of the original content.

Professional Experience

TVS MOTOR, INDIA

02/02 - present

Office Administrator

As an Office Administrator, I efficiently streamline operations and ensure seamless workflow, maximizing productivity and organization for the entire office.

As a Foreign Language Translator, I bridge language barriers with precision and cultural sensitivity, enabling effective communication and fostering understanding between diverse communities.

Education

National Institute of Business Management

01/13 - 12/15

MBA in HR and MKTG - A

- MBA in HR: Completed an MBA in Human Resources, gaining in-depth knowledge of strategic talent management, employee engagement, and organizational development, with a focus on driving HR initiatives aligned with business objectives.
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- MBA in MKTG: Achieved an MBA in Marketing, equipped with a comprehensive understanding of consumer behavior, brand management, and marketing strategy, demonstrating expertise in leveraging market trends and driving successful marketing campaigns.

Key Skills

- Data Entry
- Virtual Assistant
- Foreign language translator for German, Korean, Japanese and Simplified Chinese
- Data Analyst
- Project Management
- Budget Control
- Travel Assistant
- Article Writing

Interests

- Playing and Watching Cricket
- Reading books and novels
- Learning Foreign languages

References

G Venkatesh - Vice President, New Product Development , TVS MOTOR
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