**Kavitha Vijay Kumar K**

**No. 42, 1st Main, 4th Cross,**

**Bikasipura, BSK 5th stage,**

**Near ISRO layout**

**Dr. Abdul Kalam park**

**Bengaluru – 560078**

**Cell: +91-7760845890**

**Email: kavitha.khatokar@gmail.com**

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# OBJECTIVE

To obtain a challenging and career oriented position, providing scope for future growth and learning opportunities.

**INTRODUCTION**

* Highly self motivated, disciplined, determined and versatile.
* Good communication, interpersonal skills combined with a strong desire to learn and improve.

**Translation, Transcription, Voice Over, Subtitling etc**: Have completed works for multiple companies (for segments which include and not limited to Market Research, Food industry, Engineering, Medical, FMCG, Chemical, Government sectors, etc) for Kannada and English languages and also for Hindi to Kannada language as a Full time Freelancer from April, 2018 to upto date and earlier as part time Freelancer from January 2013 to March 2018.

**Crescendo Transcription Pvt. Ltd.:** Have completed translation for more than three lakh words and also proof reading for market research documents and along with this done voice over.

**TridIndia:** Have completed translation for more than one lakh words in various domains, translation for the purpose of dubbing, general documents and many more.

**Somya Translators:** Have completed transcription, translation and proof reading work for Somya Translators.

**Appen:** Have been doing the transcription and proof reading of transcription for over an year.

**Subtitling:** Have done Kannada to Kannada subtitling for third party companies.

**EDUCATIONAL DETAILS**

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| **COURSE** | **INSTITUTE / UNIVERSITY** | **YEAR OF PASSING** |
| **B.Com** | Malleshwaram Ladies Association (MLA) First Grade College for Women / Bangalore University | 2007 |
| **PUC (12th Standard)** | Malleshwaram Ladies Association (MLA) Pre-University College for Women | 2004 |
| **SSLC (10th Standard)** | LCR English School | 2002 |

**PERSONAL DETAILS**

Parents Narasimha Murthy T S and Kalpana Murthy

Husband Vijay Kumar S Khatokar

Martial Status Married and has 2 children.

Nationality / Religion Indian / Hindu

Date of birth November 09, 1987

Languages known Kannada, English, Hindi and Marathi

Age 32 years

**Date:**

**Place: Bengaluru (Bangalore), India Kavitha Vijay Kumar K**