Profile



Meghana Beri

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* **Work Experience :**

***HP Global e: Business Operations, Bangalore***

Designation – Senior Process Associate (German Language Specialist)

Duration – 15 months (April 2007 – July 2008)

I worked with HP from April 2007 till Jul 2008. My role was to support 3 German speaking countries- Germany, Austria & Switzerland. My responsibility was to do premiere investigation on customer’s/partner’s technical, finance, shipment & order related queries; translate them into English & send it to back-end Team to get the final resolution. After cross verifying the final resolution, I needed to translate the resolution into German & provide finished resolution to customer/partner within the time constrain.

***AXA BS, Pune***

Designation – German Language Specialist

Duration – 18 months (December 2004 – June 2006)

In this roll I was supposed to rectify the errors occurred in Motor Insurance Document in German e.g. changing personal details, maintaining insurance premium amount in the system for existing insurances.

***Daksh – IBM, Gurgaon***

Designation – Customer Support Representative (German Language Specialist)

Duration – 3.5 months (July 2004 – October 2004)

Supporting and resolving issuesof German speaking customers regarding online shopping on *Amazon.com.* These online shopping issues were consisting of all technical, sales issues e.g. broken website, Wrong/defective delivery.

* **Experience in freelance translation :**

***Literature translation in M.A.***

I have translated a German book (Das Gesicht im Spiegel) into Marathi as a part of M.A. Translation Program.

***Vidushi Academy, Bangalore, India***

As a freelance German translator I worked here in the domains i.e. IT, chemical, mechanical, finance. My tenure with this enterprise was of 1 year and I translated approx. 50,000 words as well as carried out German language trainings in this period.

***BITS India Pvt. Ltd., Bangalore, India***

I work as a freelance German translator for BITS India Pvt. Ltd, Bangalore (from November 2008 till date). With BITS my translation projects do range from technical (IT), financial to RfPs, patents etc. I have translated more than 750,000 words for this company.

I’ve been supporting BITS for judicial & legal documents of local law enforcement agency in GERMAN-MARATHI language pair.

***Polyglot Language Solutions, Pune, India***

I am also associated with Polyglot Language Solutions, Pune as a freelance German translator (From October 2008 till date). The project work contained about 150,000 words. I was assigned with quite a few mechanical and IT related translation projects.

***Yamini Consultancy & Services, Hyderabad, India***

With Yamini Consultancy & Services my freelance German language translation work falls mainly in the IT domain (SAP). From November 2010 till November 2011 I’ve translated about 75,000 words & received positive feedback from project manager for the quality of the work & for on-schedule deliveries.

***Tata Elxsi Ltd. India***

Gaining a Service Vendor Registration with Tata Elxsi has marked a new phase in my career. It wouldn’t have been possible without striving efforts for translation quality & timely delivery. During this uninterrupted relationship of more than 5 years I’ve delivered a huge volume of words to them.

***Link Technologies Private Limited, Nashik, India***

Like other agencies Link Technologies also trusted my proficiency in both the languages & is allocating the translation projects of GER-ENG as well as ENG-GER language pair to me. In 5 years I’ve been able to translate approx. 475,000 words for them.

***Vie Support Language Services Pvt. Ltd., Chennai, India***

I worked with VIE on various domains of project i.e. IT, official certificates, legal, RfP, mechanical, electrical, etc. Looking at my experience & track record with them, VIE has counted on me for any bulk volume of work & dealt out huge amount of words to me.

***Ansh Intertrade, New Delhi, India***

In my latest venture I’ve got an opportunity to work as freelance translator with Ansh Intertrade. Being a translator verified by them they have entrusted me with all their challenging projects. It includes English to German translation of website content, pharmaceutical leaflets, official certificates, News articles, business communications, tender notices, financial statements, mechanical, etc. I’ve been able to complete 350,000 words of highly complex & difficult content.

In the regional language field Ansh bestowed upon me an opportunity to work on a Government of India project in GERMAN-HINDI language pair.

***Crystal Hues Limited***

The work flow from Crystal Hues has been great ever since the beginning. It has mainly been in the field of IT, banking, electrical. So far in one & half year I’ve translated more than 200,000 words for them.

* **Experience in freelance German language training :**

***Ramkrishana More College, Nigdi (Pune), India***

In initial stage of my career I conducted German Language Basic Conversation Course for 6 months. Here I also formulated German question papers for the students of XI & XII standards.

***Institute of Business Management & Research (IBMR), Chinchwad (Pune), India***

I conducted lectures for last year management students as well as formulated German question papers, taking oral examinations & interviews.

***Vidushi Academy, Bangalore, India***

In association with this enterprise I worked as a freelance Corporate Trainer for German Language. Following are the corporate which I worked with.

* + - *Accenture, Bangalore.* (1 month)
    - *SAP, Bangalore.* (2 months)
    - *Amrita College, Bangalore.* (6 months)

***BHTC, Chinchwad (Pune), India***

Here I have conducted German language Basic Conversation Course for the period of 7 weeks.

* **Educational Qualification :**

Master of Arts (German)

I have done a full-time course with specialization in Didactics, Art of teaching Foreign Language from Ranade institute, Foreign Language Dept., Pune (52.75%)

Bachelor of Arts (German)

Sir Parshurambhau College, Pune (Higher second class)

Higher Secondary Certificate, H.S.C Board

Sir Parshurambhau College, Pune (First class with distinction 72.67%)

Secondary School Certificate, S.S.C. Board

Jain Kanya Prashala, Chinchwad, Pune (First class with distinction 79.73%)

I have successfully completed **5 examinations of Sanskrit language** from *Tilak Maharashtra Vidyapeeth, Pune* and also given **examinations for English & Hindi**.

* **Courses done :**

Completed Elementary Level 3,Max Müller Bhavan, Pune (Grade II)

Completed Elementary Level 2, Max Müller Bhavan, Pune (Grade II)

Completed Elementary Level 1, Max Müller Bhavan, Pune (Grade II)

* **Interests & Activities :**
  + - **Music:** Highly interested in Indian Classical Music. I have completed 5 exams successfully in Hindustani Classical Vocal, won several prizes at school & college level in music competitions & few stage performances in classical music & light music. *I have learned music for 4 years from Guru Shrimati Sheela Joshi, Jaipur Gharana.*
    - **Hypnotism:** I have learned hypnotism from *Guru Shri Manohar Naik* and practicing it as a therapy.
    - Trekking, Reading, Writing poems.
* **Personal Details :**

**Permanent Address**: F-402, Vision City, Gat No 308+309, NH4, Near Talegaon-Dabhade, Jambhulgaon, Pune - 412106

Birth Date: 07th May 1981.

Gender: Female.

Marital Status: Married.

Languages: German, English, Marathi, Hindi.

I would like to work in an organization where I can prove myself & enhance my skills. I am a people’s person lively, trustworthy & energetic & to communicate is my forte.

The information stated above is true to the best of my knowledge.

Meghana Beri