Flat # C-2204, Gardenia Square

Crossing Republik, NH24, Ghaziabad

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RITU SHARMA Email: rittusharma87@yahoo.in

### **Objective:**

To provide world class translation services in the variety of areas and achieve a renowned position in the translations world.

### **Projects:**

* Around 4 years of experience of English/Hindi and vice-versa translations
* About 100000 words translated from English/Hindi and vice-versa
* 10000 words of advertisement series translated from English to Hindi
* Technical writing
* Hindi/English proof reading

### **About me:**

* Native Hindi speaker and entire education gained in Hindi and English medium
* Postgraduate in Business Administration and a Banking professional

### **Computer Skills**

MS Office, Adobe Photo Shop, GIMP 2.8, MS Visio 2003

Ritu Sharma

Ghaziabad, UP