**Personal details**

* Name: Vinod Shukla
* Mobile: +91 8850903022
* Email: freelance.translator0517@gmail.com
* Skype: live:freelance.translator0517

**Qualification**

* Bsc (Maths) – 2003

**Languages**

* Native language – Hindi
* Fluent in – English

**KEY SKILLS AND COMPETENCIES**

* Familiar with translation software tools.
* Able to fluently speak Hindi and English.
* Highly skilled in Word, Excel, and Power point.
* Excellent communication and social skills.

**Work Experience**

**Sept. 2014 - till date**

* Working as freelance translator - English to Hindi and Hindi to English.
* Provide high-quality online English to Hindi translations for various domains.
* Meeting the deadlines and following the formatting and style guidelines.
* Offline translation to private clients for Educational and Legal data.
* Maintain strict confidentiality for clients and translated data.
* Build relationships with clients by providing an excellent service.

**Sep. 2005 - Aug. 2014 – Linfox Logistics (I) Pvt. Ltd.**

* Worked as system administrator.

**VINOD SHUKLA**