

# Charuta A. Kulkarni

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## Summary:

### Experienced Fulltime Freelancer for Translation, Transcription and Subtitling Services

#### Languages:

English, Marathi, Hindi

#### Domains:

General, Media, Medical, Automotive, Educational, etc.

#### Translation Tools Experience:

- ATMS
  - XTM Cloud
  - Smartling
  - Trados
  - Crowdin
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## Experience:

Over the last eight years (Since April 2014), I have been working on various linguistic projects that include:

1. **Google Things To Do** – Tagging project for Google Travel. Worked as a part of Indian taggers team, tagging events / tours as per Google filters.
2. **Facebook** – Tagging of comments for Marathi language
3. **PEC Attestation Services** - Ongoing work for birth certificates, death certificates, affidavits and other legal documents
4. **BYJU'S** – Provided subtitling services to their educational videos for IAS and UPSC content
5. Transcription & translation for **audio interviews of ASHA workers**
6. Transcription of **Marathi YouTube videos** for Eccellente Services
7. Translation & QA for **Amazon Product Descriptions**
8. Translation & QA for **Amazon Seller University**
9. English to Marathi Translation for **Snapchat** website content
10. Subtitle creation, translation & QC for movies and TV shows (clients include Netflix, Amazon Prime, Sony)
11. Long term project of **eBook alignment with audio** for **ILM** (Internet Learning Media – International eBook company)
12. Transcription & QC of audio utterances for **Google** (worked long term projects in all three languages: Hindi, English Marathi)

13. Transcription & QC of audio utterances for **Appen** (worked long term projects in all three languages: Hindi, English Marathi)
14. Social Media Ad Evaluator for **Facebook**
15. Various translation and localization projects for **Facebook**
16. **Braahmam Net Solutions** – Regular projects on Smartling and Trados for various clients including Peakon, Clubhouse, Kia Connect, etc.
17. Medical Documents (Clinical Trial Information and Approval Forms) Translation
18. Telephonic Interviews / Conversations Transcription and QC
19. Documentaries Transcription and QC
20. Game and App UI Translation
21. PPT Translation and QC

**Major agencies worked with:**

- Appen
- Eccellente Services
- Pixelogic
- Lionbridge
- PEC Attestation Services
- Braahmam Net Solutions Pvt. Ltd.
- Lingual Consultancy
- HSS Translation
- Lingua IT International
- Lingua Mart
- Indian Certified Translation
- JSQUAD Language Services
- James Todd Transcription
- Kumpenny Solutions
- Somya Translators
- Verbolabs

and many others

**A brief summary of jobs worked upon:**

Agency	Language Pair	Movie / Project Name	Services Offered
Pixelogic	English to Marathi	The Ugly Truth	Subtitling
	English to Marathi	Stranger than fiction	Subtitling
Google	English	Google Things To Do	Tagging Tours in CMS
Eccellente	Marathi to marathi	Transcription of Marathi YouTube videos / audios	Transcription
Lingual Consultancy	English to Marathi	Apps / Game UI content	Translation and QA
	English to Marathi	Amazon website content	Translation and QA
	Marathi to English	Haapus	Editing (QA)
	Hindi to English	Chaalbaaz	Editing (QA)
	Hindi to English	1. Jwalasur And Pataalpuri 2. Loverly Ka Darr And Duplicate Lovely 3. Magician's Hat And At the airport	Subtitling
	Hindi to English	Chalo America	Subtitling

	English to English	STEM careers (11 videos)	Subtitling
	Hindi to English	Netflix - Blue Blood (3 episodes)	Subtitling
	Hindi to English	Cancer Healer Centre Interviews (16 videos)	Subtitling
	Hindi to English	Zaara (serial)	Subtitling
	Marathi to English	Laalbaug Parel	Subtitling
	Marathi to English	Khel Maandla	Subtitling
	Hindi to English	Interviews regarding transgender movie- Ek Asha	Subtitling
Verbolabs	English to Marathi	The Producers	Subtitling
Kumpenny Solutions	Marathi	(name of movie was not shared)	Subtitling
Word Publishing	English to Marathi	Snapchat website content	Translation
	English to Marathi	Amazon Seller University	Translation and QA

Above is just a top of the mind list. Apart from the above, I have worked on many movies, documentaries, interviews etc. for subtitling / QA, which did not have any specific names.

**Past work experience** has been with online content management with experience in managing internet and intranet assets, team management and working with cross-cultural teams in USA

## Work Experience:

### **Mirum India (formerly Social Wavelength) - Social Media Executive**

Feb '16 to July '16

#### **Job profile:**

- Get posts developed from content writers, creatives designed from the creative teams, take client approvals and post on social media.
- Clients handled: NIIT Technologies, SAARE Homes, Andhra Bank

### **General Mills India Pvt. Ltd. - Assistant Manager - Digital Content Management**

Sep '09 to Oct '14

#### **Job profile:**

- Supervise and manage a team of five for working on online recipe content system.
- Prioritize, coordinate and complete all aspects of recipe system production and other special projects, for websites and printed publications dictated by business need.
- Ensure that established turnaround times for processes are met and data quality is achieved.
- Support functional queries and IS issues of the team. Escalate to US when required.
- Proactively problem solve system, recipe and digital asset production issues
- Develop, track and report performance metrics on a regular basis. Meet or exceed established key performance indicators
- Work on Continuous Improvement (CI) Initiatives focusing on increasing efficiencies and automation wherever needed.

#### **Achievements:**

- Travelled to US to meet with the digital content team, get understanding of US food culture and to understand the recipe system for the organization
- Managed recipe content for five core websites and other non-core websites for the company.

- Managed an employee for the BoxTops4Education website as he dealt with the coupon managing system
- Presented the team's portfolio to stakeholders from US and enabled team growth by getting more recipes processes onboard

### **Raymond Limited - Deputy Manager -Learning & Development**

Aug 2008 to Aug 2009

#### **Job profile:**

- Manage all web content and projects related to the Microsoft SharePoint based intranet portal.
- Write, edit, and proofread all new content and communication
- Develop and implement style guide and content standards. Ensure that all documents meet established content standards
- Manage the Learning Management System

### **Axis Bank Ltd. - Deputy Manager – e-Products**

March 2007 to July 2008

#### **Job profile:**

- Edit and manage the content/pages/applications on the website in co-ordination with vendors
- Ensure that the content developed for the online channel has a consistent look and feel throughout the website and is optimized for search, thereby delivering better page rankings.
- Interact with product teams for efficient content publishing

#### **Achievements:**

- Developed landing page for cards including the LHS navigation menu  
<http://www.axisbank.com/personal/cards/cards.asp>
- Revamped the card offers page <http://www.axisbank.com/personal/cardoffers/cardoffers.asp>
- Made required changes throughout the website when the brand changed from UTI Bank to Axis Bank.

### **Enlink Infotech Pvt. Ltd. - Online Content Editor**

Oct 2005 to March 2007

#### **Job profile:**

- Conduct web research for an US based industrial directory called [www.ThomasNet.com](http://www.ThomasNet.com)
- Writing company profiles & product descriptions according to guidelines

### **Gates Training Pvt. Ltd. - Business Development Executive**

April 2004 to June 2005

#### **Job profile:**

- Website content management
- Monthly newsletter
- Web sales through online chat & email
- International & corporate clients
- Vendor management

#### **Achievements:**

- Won an award as Best Sales Woman of the Year in Dec 2004
- Revamped the content & visualization of the following domains:  
[www.gatetraining.com](http://www.gatetraining.com)&[www.gatesbootcamp.com](http://www.gatesbootcamp.com)
- Updated company brochures & profiles

- Achieved renowned corporates for training like Travellex, IMRB, MTNL, Reuters & Abhyudaya Bank
  - Listed Gates as official vendor in Reuters, Singapore office for IT Training
  - Achieved the set sales targets every month & also surpassed them
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## **Academics**

### **Certified in Digital Marketing from Digital Academy India**

- Bachelor of Science – Zoology - V. G. Vaze College, Mulund, Mumbai University in May 2000 (50.87%)
  - Post-Graduate Diploma in Advertising & Public Relations - specialization in Copywriting - K.C. College, Churchgate, Mumbai University in May 2001 (80%)
  - Completed a course in Desk-Top Publishing (CorelDraw, PageMaker & Photoshop) Completed Advanced Diploma in Computer Software - A Level from IECS Institute, Thane
  - Passed the National English Language Test (Middle Level) with A Grade in Writing & A Grade in Reading, Vocabulary & Grammar
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## **Personal Details**

- Languages Known: Marathi, English & Hindi
  - Date of Birth: 15 July 1979
  - Marital Status: Married
  - Hobbies & Interests: Reading, Photography
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