**CURRICULUM VITAE**

VARANASI, UP, INDIA



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**Manish kumar mishra**

**WORK EXPERIENCE:-**

* Work for Translation/subtitling/Transcription as Freelancer (Six years)
* Listen to recorded conversations and provide translations.
* Maintain records of results dealing with translations in order to build a best-practice manual.
* Reviewing and proofreading mother-tongue text.

**EDUCATIONAL QUALIFICATION :-**

* **Master of Arts from BANARAS HINDU UNIVERSITY** (2016-2018).
* **Bachelor of Arts from BANARAS HINDU UNIVERSITY (**2013-16) with first div**. (73%).**
* **Intermediate (**science**) from NIOS (2010)with first div. (64%).**
* **High school from Holy mission high school, bihar (**2008) **with first div. (74%).**

**SKILLS AND INTERESTS :-**

* Hardworking, dilligent individual with good communication with interpersonal skills.
* Knowledge of basic operations on computer, Audio/video editing, Microsoft office, .
* Knowledgeable and experienced translator able to work in multiple environments.
* Fluent in multiple languages with knowledge of cultural and regional variations
* Proficiency in ENGLISH and HINDI..
* Familiar with translation software tools.
* Able to work to tight deadlines.
* Highly skilled in Word, Excel and Microsoft Outlook.
* Appreciation of active thinking and good communication ability.