**Radhika Deshpande**

Pune, Maharashtra

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**(I)EDUCATION**

**PG Diploma in Educational Counselling**

Private - Pune, Maharashtra

2007 to 2008

**DCM (Diploma in Computer Management) in Computer**

Pune University - Pune, Maharashtra

1997 to 1998

**B com**

Pune University - Pune, Maharashtra

1991 to 1996

**(II)WORK EXPERIENCE**

1. **Mrach 2021- Various translations for Shakti enterprises**
2. **March 2021 - Translation on Gengo**
3. **November 2020 - English to Marathi translation of company safety and general documents (10000 words) as freelancer for Kumpenny solutions.**
4. **July 2020 November 2020 - English to Marathi translation of Google products, as a freelancer.**
5. **June 2020 to July 2020- Marathi Transcription and annotation as a freelancer.**
6. **March 2020- Marathi storyboard writing for Maharashtra State board syllabus for Gurujiworld.com**
7. **February 2020- English to Marathi Proofreading**
8. **November- January 2020 - Completed English to Marathi translation of Maharashtra State board syllabus for Gurujiworld.com, an e learning company for 8 standard Maths.**
9. **2019- Translation/ Review/ Translation alignment/ Proofreading projects for English to Marathi pair.**
10. **March 2018 to January 2019, completed Marathi to Marathi transcription project as a freelancer**
11. **In 2017, completed freelance translation work for an e-learning company for Geography, General Science, History.**

1. **Assistant in Admin**

Manscan - Pune, Maharashtra - June 1999 to November 1999

**(III)SKILLS**

Good Communication.

Good Relations

Training as Voice OverArtist April 2015

Very good understanding of Marathi .