***RESUME***

**Respected Sir/Madam, I wish to offer my services as a translator in English-Hindi pairs.**

***OBJECTIVE***: To learn new things and assist the organization with full diligence, competence and endeavor.

**NAME : ROLI SAXENA**

**Husband’s name : Mr. ANIL SAXENA**

**Date of birth : 21-12-1969**

**Mailing address : 118/623, Kaushalpuri, Kanpur -208012**

**Email id :** [**rolisaxena.saxena@gmail.com**](mailto:rolisaxena.saxena@gmail.com)

**Mobile number : 09984724255**

**Native language : Hindi**

***EDUCATIONAL QUALIFICATION:***

- High School from **MAHILA VIDYALA INTER COLLEGE-LUCKNOW** in the year **1983** with **IInd** **Division.**

- Intermediatefrom **MAHILA VIDYALA INTER COLLEGE** in the year **1985** with **IInd Division.**

-**M.A. in Economics** from **Kanpur University** in the year **1989** with **IInd Division.**

- Certificate course from CMC in Computer Application.

***WORK EXPERIENCE:***

-Worked as an Editor in the monthly Women magazine named **“BETIYAAN”** from **January 2009** to **December 2012.**

-Worked as an online Proof Reader in Hindi Language for the last one year.

-Also working as an online translator for the last one year.

Place:Kanpur

**Translation Experience:**

* Had been involved in academic translation for last 3 years, which consist of school text books of standard 8th to standard 12th.
* Website translation as a third party vendor.
* Press reports and Press release translations.
* Synopsis of research projects in the fields of Social Sciences.
* Marketing, advertisement, health related documents.
* Involved in medical translations too.

**Area of expertise:**

Medical (ICF), Health related, Humanities, Literature, History, Geography, Social Sciences, Culture, Legal, Marketing,

Advertisement, Public Relations, Educational Texts etc. W**orking in Trados 2011….**

**Daily Output:** 2500 words per day

**Mode of Payment:** Wire Transfer

Best way to contact me: Gmail, call/sms.

Best time: Anytime 24x7 (I am here to work for you)

Best Rates: .60-80 pw.(negotiable)

**(Roli Saxena)**