**BIO-DATA**

Name                      :                              **Mrs. Vijaya N. Deshpande.**

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Education              :                               B.A. (Marathi),

**Experience**             **:                              Translation & Proof Reading**

***(English into Marathi & Vice Versa)***

**On Freelance basis :** About 15 years.

**1**.        Study Circle, Pune .—**Translation of MPSC guide into English (Agriculture, Sociology, History,etc.)**

**2**.        Technical Publications, Pune.—Proof Reading of Technical matter.

**3**.        Dilipraj Prakashan,Rajhans Prakashan and some other Publications, Pune. **– Transla.and Proof Reading of Marathi novels, story books (Lalit Vangmay)**

**4.**       Rajhans Prakashan –Proof Reading of Marathi –Autobiography

**5.** Mehta Publications, Pune.—Proof Reading of Marathi Novels

**6.        Mehta Publications, Pune.—Translations of Children’s Marathi**

**books.**

**7**. **Published one translated English Novel, Some Stories.**

**8.** Work done for Dnyanprabodhini-Chhatraprobodhini,Pune.

**9.**        T.J.Anand, Pune, --Proof Reading of Tax Consulting matter.

**10.** Tech-Max.Publications, Pune—Proof-reading of Mathematics, Chemistry

Technical Publications, Pune—Proof Reading Computer Science & Mathematics.

**11. Nirali Prakashan Pune**-Translations: **Agriculture, Sociology,**

**Business Mngmt, Marketing, Industrial Finance, Research Process,**

**Academic material, Medical and Questionaire in some subjects**

**Nirali Prakashan--Translation of Book-Geographical Thought**

**12**. **Legal Documents, Medical, Marketing Documents & Newsletters, : Translations and proofreading Eng to Marathi & Marathi to Eng.–Ajit Law Book Depot, Other**

**Banking documents,Questionaire, Press Releases —Oriental Language Bureau, Other**

**13.** Translations of Advertisements, —Eng to Marathi—Marathi to English—**Feenixlanguages,**

**14.** **Recently done Translation of the books for Diamond Publications- HRD (Audit) (350 pages), Body Language (200 pages), How To Be Assertive** **(200 pages); For Nirali Publicatons-Principles of Geography.**

**15.** **Feenix Language Solution (Bangalore)**

**16.** Some work from different Abroad Agencies in process.

**Experience**

**Proof Readings and Translations** **in English < > Marathi of:**

* **Arts/Literary/Translation of Books**
* **Brochures/Catalogs**
* **Certificates, Banking Documents, Banking Questionnaire**
* **Employee Handbooks**
* **Letters/Newsletters**
* **Medical Documents/Health Interviews & reports**
* **Academic material, Agriculture, Sociology, Business Management, Marketing**

**Industrial Finance, Research Process, Education, Medical**

**Working in :**

* Microsoft Word
* Microsoft PowerPoint
* Microsoft Excel
* **Unicode Mangal Font, and also Krutidev**
* **Skill:** Fluency in Marathi, English and Hindi as well.
* **Always searching new fields to work.**
* **Hobby:** Writing stories, articles in Marathi for children.
* **Interest:** Keen towards working for job satisfaction.