

# Hrushikesh Khot

**Phone:** +91 9969 7657 04 | **Email:** rushkesh.home@gmail.com  
**Address:** Gazdhar Bandh, Santacruz (West), Mumbai, Maharashtra - 400054  
**LinkedIn:** <https://www.linkedin.com/in/hrushikesh-khot-818abbbb/>

## PERSONAL INFORMATION

Gender: Male | Date of birth: November 19<sup>th</sup>, 1990 | Nationality: Indian

## PROFESSIONAL SUMMARY

### Marathi <> English Translator

Successful at maintaining meaning, flow and specific characteristics of original words when translating documents or spoken words. Able to converse easily in 2 languages.

## SKILLS

- Fluent in Marathi, Hindi, and English
- Document review
- QA/QC validation of Google NLU projects
- Letter and Application Drafting
- Familiar with MS-Office
- CAT Tools (OmegaT, MemoQ, SDL Trados, SmartCat, GTT/Polyglot, etc.)
- Proofreading and editing tasks
- Maintaining Records
- Good command on Computer Work
- Work with Groups

## WORK HISTORY

### TRANSLATOR

#### Reverie Language Technologies

Post: Associate Translation  
Translation of BFSI, app localization.

07/2021 to Present

#### Testbook Edu Solutions Pvt. Ltd.

Post: Academic translator.  
Translating the content for state and union government exams.  
Reason: Business problem due to Covid.

03/2021 to 06/2021

#### Lionbridge Technologies, Inc. | Mumbai, Maharashtra

Post: Senior Linguist  
Working in GLT. Working on client's projects. Handling projects of Google, Microsoft, Samsung.  
Working on legal and marketing content.

10/2018 to 03/2021

#### Parikh Info Solutions Pvt. Ltd. | Mumbai, Maharashtra

Post: Trainee Translator  
Legal documents translation. Proofreading.  
Translated from English to Marathi and back translation.

06/2018 to 09/2018

### BACK OFFICE AND ACCOUNTING

#### AN NGO | Mumbai, Maharashtra

Maintaining daily expenses.  
Maintaining minute books.  
Pay dues to the government like EPFO, ESIC, etc.  
Prepare cheques for employee's salaries.

04/2014 to 06/2018

### SORTING ASSISTANCE

#### India Post | Mumbai, Maharashtra

Four Years in India Post as SA.  
Sorting of Letters as per area pin codes. Data Entry of the Consumers.

01/2011 to 03/2014

## EDUCATION

**HSK 3** | Chinese language proficiency  
**University of Mumbai, Mumbai, Maharashtra**

2018

**University of Mumbai, Mumbai, Maharashtra**  
**Bachelor of Commerce** | Accounting and Auditing

2013

**H.S.C. (Maharashtra State Education Board)**  
Chetana College, Bandra (East), Mumbai, Maharashtra

2011

**S.S.C. (Maharashtra State Education Board)**

2009

**CERTIFICATIONS** ○

**MS-CIT**

**Diploma in Computer Software (Board: MSETB)**

**Diploma in Software Programming (Institute: IDEMI, Sion)**

2009

2009

2016