# RESUME

 **PERSONAL DETAILS**

Name                                      :           Ms. Latika R. Chawda

Gender : Female

Marital Status : Single

DOB : 29th July, 1986

Nationality                              :           Indian

Mother Tongue : Gujarati

Address : Latika’s Boutique, Nagari Bank Colony

 Road, HindiNagar, Wardha – 442001

 Maharashtra

Languages Known                  :           English, French, Hindi, Gujarati, Marathi,

 Sanskrit, Sindhi, Kutchhi, Brajbhasha

Mobile                              :          08624854728 | 07620613859

E-mail ID                : latikac1986@gmail.com

 **QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Class** | **Board/University** | **Passing year** | **Percentage** |
| SSC | Nagpur Div. Board | Summer 2002 | 81.20 % |
| HSSC | Nagpur Div. Board | Summer 2004 | 82.00 % |
| B.Com. | Nagpur University | Summer 2007 | 78.35 % |
| M.Com. | Nagpur University | Summer 2009 | 67.00 % |
| Diploma in Translation & Interpretation :Hindi - French | Mahatma Gandhi A.H.V. | Summer 2010 | 7.38 credits |
| M.A. [Translation Technology] | Mahatma Gandhi A.H.V. | Summer 2011 |  7.63 credits |
| M.Phil. [Translation Technology] | Mahatma Gandhi A.H.V. | Summer 2014 |   7.36 credits |
| PG Diploma in Sanskrit Language (2014-15) from MGAHV – 8.00 credits |
| Doing Ph.D. [Translation Technology] (2014-15) from MGAHV, Wardha. |  |
|  |  |  |  |  |
| Basic Course in Voice artist 2016 |

**ACHIEVEMENTS**

* **Academic :**
	+ - **9th Merit in HSSC** from Nagpur Board, Nagpur, Maharashtra.
		- **1st  Merit in B.Com**. **(Gold Medal)** in the Merit list of RTM Nagpur University, Nagpur, Maharashtra.
		- **6thMerit  in M.Com.** in the Merit list of RTM Nagpur University, Nagpur, Maharashtra.
		- **1st merit in M.A. (Translation Technology)** from Mahatma Gandhi Antarrashtriya Hindi Vishvavidyalaya, Wardha
* **1st merit in M.Phil.** **(Translation Technology)** from Mahatma GandhiAntarrashtriya Hindi Vishwavidyalaya, Wardha, Maharashtra.
* **1st merit in Diploma in Sanskrit Language** from Mahatma GandhiAntarrashtriya Hindi Vishwavidyalaya, Wardha, Maharashtra.
* Topper in the subject of **Secretarial Practice** in **HSSC** of Nagpur Board from Nagpur Board, Nagpur, Maharashtra.
* **Others :**
1. 1st Prize winner of **Interschool Debate Competition** held by B.E.M. High School, Wardha.
2. 1st Prize winner in various **Rangoli Competitions** held at district and national level & 2nd Prize winner in **Rangoli Competition** organized by renowned **World class play (Limca Book Record) JANTA RAJA** written by Babasaheb Purandare.
3. Served as **Junior Under Officer** **(JUO)** in **NCC 21 Maharashtra Battalion** (21 MAH BN NCC,Wardha)
4. Attended **NCC camps** – **ATC, NIC, GP (Pre RDC) Selection Camp.**

 **OTHER KNOWLEDGE**

      Certificate of Intermediate Grade **Drawing** Examination, 2004 by Govt. of Maharashtra.

      Certificate of Parichaya Pariksha of **Rashtrabhasha** Prachar Samiti, Wardha.

 Certificate of Marathi Prabodh Pariksha of **Vidarbha Sahitya** Sangh Pariksha Samiti, Nagpur.

**KEY SKILLS**

         Positive Attitude.

         Willing to know & do new things.

         Hard working.

 **RESEARCH PAPER PUBLISHED**

1. Published paper entitled ***“Role of translation in Facebook-Commerce”*** in tri-monthly e-magazine of Department of Translation Technology, School of Translation & Interpretation, MGAHV, Wardha.

**TRANSLATION WORK PUBLISHED**

1. Published short story entitled ***“Maruti Car”*** translated from Gujarati to Hindi written by writer, editor, translator, artist and social worker from Gujarat,

Dr.Kanaiyalal Bhatt in bi-monthly e-magazine **“Transframe”**.

 **TRANSLATION PROJECT**

1. **Project English-Hindi Practical Translation** **Work** in Banking Translation in “Punjab National Bank” Nagpur as a post graduation project in M.A.(Translation Technology) in academic year 2009-11.

**TRANSLATION ASSIGNMENTS ACCOMPLISHED**

1. Accomplished **various** **Translation Assignments** in **Education, Medical and Legal** domain from English to Hindi with Translation company- AMS Global, Delhi.
2. **Translation** of **All-India Grade 8 Manual** in **Education** domain from English to Hindi with Translation company- AMS Global, Delhi.
3. **Legal Translation Assignment** from English to Hindi with Translation agency- Amytis Translation & Interpreting Service, London, U.K.
4. **Clinical Translation Assignment** from English to Hindi for DMAI (Disease Management Association of India), Delhi.
5. **Translation Assignment** in the domain of **Fashion (Garment Construction)** from English-Hindi for South India-based Shriom Consultancy Services.
6. **Translation Assignment** of **Milling Machine Manual** from English-Marathi for South India-based translation agency- Honey Translations.
7. **Translation** of **legal documents** fromEnglish to Gujarati & vice versa for Rajasthan-based company- OMSHANTI Translations.
8. **Translation** of **Prospectus** in **Architecture domain** fromEnglish to Hindi for Vijaywada-based Architecture College.
9. **Translation** of some portion of **The Journal Of Mahatma Gandhi Institute Of Medical Sciences, Sewagram, Wardha** from English to Hindi.
10. **Translation** of some portion of **Technology Information Brochure** of Mahatma Gandhi Institute for Rural Industrialization (MGIRI), Wardha from English to Hindi.
11. **Translation** of some **NABARD Circulars & guidelines to Banks** from English to Hindi for South-India based NGOs.

 **LANGUAGE PAIRS**

**E**nglish> **H**indi/**G**ujarati/**M**arathi & vice versa

**H**indi>**G**ujarati & vice versa

**G**ujarati> **M**arathi & vice versa

 **DOMAIN**

Agriculture | Arts and Humanities| Automotive | Business | Commerce | Management | Chemistry | Architecture | Cosmetics | Beauty | Engineering (General) | Folklore | Government | Politics | History | Industry and Technology (General) | Linguistics | Literature | Medicine (Pharmaceuticals) | Social Science | Sports | Recreation |Education | Art | Culture | Spirituality & Philosophy | Media & Advertising | Fashion | Administration | Healthcare | Life Sciences | IT & Telecom | Legal

 **EXPERIENCE**

* Working as **Freelance Translator** working since 2009 with various translation agencies in India and abroad.
* Worked as **Contributory Lecturer** for two years in the Department of Commerce & Management of R.G. Bhoyar Group of Institutions, Wardha during 2009-2011.
* Worked as **Translator and Interpreter (*Chhatra-Mitra*)** in the Department of Language Technology, School of Language for foreigner students studying in Mahatma Gandhi Antarrashtriya Hindi Vishwavidyalaya, Wardha during 2013-2015.

 **HOBBIES AND INTEREST**

* Photography
* Calligraphy
* Reading books on Spiritual, Vedic literature and Indian Philosophy
* Listening Music
* Designing women’s apparels

 **DECLARATION**

          I hereby declare that the above mentioned information is correct up to the best of my knowledge.

Date: 23 February 2016

Place: Wardha                                                             **Ms.** **Latika R. Chawda**