**CURRICULUM VITAE**

**个人简历**



**MalavikaChakrabarty (中文名:马乐儿)**

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**地址**: 云南省昆明市五华区海源北路傲云峰小区1栋1单元902

**OBJECTIVE**:

To work in a competitive and multi-cultural and multi-ethnic environment with an international outlook with a high competing team spirit and professionalism wherein I can contribute the maximum to the growth of my organization, the growth of my community along with that of my own, professionally and personally.

**求职意向**:

希望工作在一个富于竞争精神，多文化，多种族的环境中。在富于竞争精神和专业素养的团队中，我将成为富于建设性的一员，并与团队与公司一同发展。

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**EDUCATIONAL QUALIFICATIONS:**

**教育经历:**

* B.A Hons in Chinese language &literature-School of Language Literature & Culture Studies, JawaharlalNehruUniversity, New Delhi.(2008-2011)

学位-学士，中文，印度新德里市尼赫鲁大学(2008-2011)

* Masters in Chinese language &literature-School of Language Literature & Culture Studies, Jawaharlal Nehru University.(2011-2013)

学位-硕士，中文，印度新德里市尼赫鲁大学(2011-2013)

* PG Diploma in Human Rights, International Humanitarian Law and Refugee Law from Indian Society of International Law (2012-2013).

研究生文凭，人权法与国际人道主义法和国际难民法, 印度新德里市印度国际法社(2012-2013)

* Ministry of Human Resource Development and Chinese Government Scholarship 2013-2014- Chinese language training program, College of International Students, Yunnan University, Kunming, China.

奖学金-印度与中国政府奖学金，中文，昆明市云南大学2013-2014

**WORK EXPERIENCE**:

**工作经历**

* Translated documents from Chinese-English-Chinese and have also done proof reading and editing for various Chinese texts, certificates and documents in the field of machinery, engineering, automobiles, pharmaceuticals, environment, culture etc (2011-till date).

自2011年至今做过大量中英、英中文档及证书等的翻译和校对工作。

* Interpretation assignments for various companies.

为很多公司做过现场口译工作。

* Teaching English to kids- BeidaFuzhong, RYB Learning Center, English Highway whenever there is free time.

利用课余时间在北大附中、RYB中心、English Highway等培训机构做过儿童英语培训工作

* Internship in an International Trading Company- VC Network Limited, Kunming, China, (March 2014-July 2014) Internship includes
1. Responsible for Company Registration in India and carrying out all the processes relating to it.
2. Translate documents and files and Proof-read whenever necessary.
3. Communicating with the other employees in Chinese and helping them whenever necessary and acting as a coordinator between Non-speaking Chinese employees.
4. Assisting in other works or Market research for different South-Asian or South-East Asian countries.

在国际贸易公司——维诚网络有限公司（中国昆明）实习（2014年3月至7月），实习期间的工作包括：

1. 负责公司在印度开设分公司的注册工作，以及其他与之相关的工作。
2. 文档翻译及校对。
3. 与其他中国员工用中文进行沟通，并提供必要协助。在公司内协调其他不能讲中文的外籍员工与中国员工的沟通。
4. 协助进行其他工作，以及多个南亚与南东亚国家的市场调研工作。
* Currently working in VC Network Limited, Kunming, China (September 2014-till) as Foreign Sales & Marketing Executive.

The work is almost the same as above with extra work of operating International sales and marketing functions in India, and other South-Asian countries.

目前在惟诚银通网络有限公司( 中国昆明) (2014年 9月至现在), 为国外销售与营销主管。

工作跟实习任务一样就加国外销售与营销任务在印度和其他南亚国家。

**STRENGTHS:** Having excellent oral and written communication skills with a very confident attitude and high competency and a professional spirit with excellent inter-personal skills and a very good knowledge of information technology, good decision-making skills, computer skills(MS Word, Excel, PowerPoint), very curious and eager to learn new cultures and to work in multi-cultural and multi-ethnic environment, passionate about working as an active team member with a very cooperative and adjusting team spirit, able to speak English, Hindi, Bengali, Mandarin Chinese fluently, flair for traveling and always eager for self-development.

**优势**：具有优秀的口头及书面沟通能力，且具备高度自信的态度、及杰出的能力；出色的人际沟通技巧和丰富的信息技术知识，良好的职业精神；良好的决策能力；计算机技能（MS Word, Excel, PowerPoint）；非常喜爱不同的文化，乐于在跨文化、跨种族的环境中工作；对工作充满热情，作为团队中的活跃分子，具备协作、奉献的团队精神；能够流利地用英语、印地语、孟加拉语、中文（普通话）进行交流，可适应出差，渴望自身发展。

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**LANGUAGES KNOWN:** English, Hindi, Bengali, Mandarin Chinese.

**语言能力**: 英文, 印地语, 孟加拉语, 中文(普通话)

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**HOBBIES:** Reading books, actively involved in social work of my society, watching movies, listening to music, trekking & rock-climbing, painting, traveling and adventure sports.

**个人爱好**:读书,社交,电影,音乐,远足攀岩,绘画,旅行,冒险运动.

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**PERSONAL DETAILS:**

**其他信息**:

Father’s name/父亲: Prof. Manik Chakraborty

Mother’s name/母亲:Prof. ShachiChakrabarty

Date of birth/出生日期: 20-06-1989

Place of birth/出生地: Agartala, India印度

Sex/性别: Female女

Marital status/婚姻状况:Married已婚

Nationality/国籍: Indian印度

Permanent Address/永久

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Date/日期:

Place/所在:

MalavikaChakrabarty.