

Nirav Pandya (B.Com., M.Com, LLB)

Mobile: 09586060509 **E-Mail ID:-** nrpandya91288@gmail.com

Address : Sola Ahmedabad.

Career Objective

To provide Professional Translation in creative and challenging environment, where my formal education in Law and Commerce background could be utilized for achieving growth and development.

Services

(1) Professional Freelance Translation: English to Gujarati and Gujarati to English

a. Includes:

- i. Document Translation
- ii. Localization of Advertisement and Marketing Campaigns
- iii. Company Presentations, Email and Business Documents
- iv. Speeches, Literature and Poetry
- v. Technical Documents
- vi. User Manuals

(2) Document Editing: English and Gujarati

(3) Proof Reading: English and Gujarati

Technical Knowledge

Overview: MS Office, MS Excel, MS Powerpoint, Tally

Area of Interest

- Exploring the newer areas in Translation field and reading latest articles related to the field
- Opportunities to work with National and International organization for the development and growth of knowledge

Personal Profile

Date of Birth : December 9, 1988
Gender : Male
Marital Status : Single
Nationality : Indian
Languages Known : English, Gujarati, Hindi
Interests : Reading News Paper (keen on current affairs), TV News Channels, Play and Watch Cricket
