

Anurag Mukhia

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A creative and motivated professional with excellent language and communication skills.

EDUCATION

M.A. in English Language and Literature University Of Calcutta

08/2019 - 09/2021

Courses

- Minor course in French

B.A. in English Language and Literature St. Xavier's College

07/2016 - 05/2019

Courses

- Minor courses in
Journalism and Film
Studies

WORK EXPERIENCE

English Editor Deluxe Media Entertainment

09/2022 - 09/2023

Achievements/Tasks

- Creating, editing and proofreading English subtitles for audio and grammatical accuracy.
- Localizing language and spelling for British and U.S. English media.
- Footnoting cultural references and expressions as an aid to translators.

English Language Assessor Trivium Education

03/2022 - 08/2022

Achievements/Tasks

- Evaluate dissertation papers, college student responses to open-ended questions in a reliable manner following client-supplied scoring rubrics.
- Grade and review essays/papers/topics as per training and customer scoring guidelines.

VOLUNTEER WORK

All India Catholic University Federation

Performed my duties as teaching staff to underprivileged children as part of my college social credit.

SKILLS

Linguistic artistry

Technical skills

Adaptability

Collaboration

Time Management

PERSONAL PROJECTS

Freelance Writer

- Utilised exceptional writing, editing and proofreading skills to produce engaging and error-free articles that have been published in several websites.

Social Media Manager

- Curated social media content for 'All India Queer Association', a non-profit social organization.

CERTIFICATES

120 Hours International TESOL/TEFL Program (11/2021 - 12/2021)

Asian College of Teachers

LANGUAGES

English

Native or Bilingual Proficiency

Nepali

Native or Bilingual Proficiency

Hindi

Full Professional Proficiency

Bengali

Limited Working Proficiency

INTERESTS

Poetry

Music

Dance

Photography

Writing

Cooking

Travel