



## Contact

### Phone

8778913314, 9944125679

### Email

anbubemech3@gmail.com

### Address

158I, KSP Garden Thimmapalyam,  
Karamadai, Coimbatore - 641 104,  
Tamilnadu

## Education

2012 - 2015

### B.E Mechanical Engineering

Sree Sakthi Engineering College, Coimbatore

GPA - 69%

2009 - 2012

### Diploma in Mechanical Engineering

NLPTC Polytechnic College, Mettupalayam

GPA - 75%

## Expertise

- Team Lead
- Proofreading
- Quality Control
- Adobe Acrobat
- Quality Assurance
- Copy Editing
- Microsoft Office

## Language

Tamil

English

# Anbarasan A

## Technical Editor

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

## Work History

### Experience

#### JULY 2024 - Present

Lumina Datamatics Madurai

##### Technical Editor

- Proofreading all the books and Journal to ensure that it matches with the manuscript.
- To analyze customer input materials.
- Check for style consistency throughout the book and Journal.
- Check for spelling and punctuation issues.
- Check for style aspects as font size, color and page layout.
- Make query if any author mistakes.
- Handled First proof and Author correction.
- Style check all types of books and Journal according to customer requirements.
- To notice the every mistakes in taken file.
- Follow all the instruction before file started.
- Coordinate with Copy editors and Paginator in case of any clarification.

#### NOV 2022 - APR 2024

Nova Techset Pvt Ltd Bangalore

##### Executive Quality Assurance

- Proofreading all the books and Journal to ensure that it matches with the manuscript.
- To analyze customer input materials.
- Check for style consistency throughout the book and Journal.
- Check for spelling and punctuation issues.
- Check for style aspects as font size, color and page layout.
- Make query if any author mistakes.
- Handled First proof and Author correction.
- Style check all types of books and Journal according to customer requirements.
- To notice the every mistakes in taken file.
- Follow all the instruction before file started.
- Coordinate with Copy editors and Paginator in case of any clarification.

#### NOV 2019 - OCT 2022

TNQ Technology Pvt Ltd Coimbatore

##### Associate Quality Control

- Proofreading for all the full content.
- Proofreading all the books and Journal to ensure that it matches with the manuscript.
- Knowledge in math, scientific notations and equation breakings.
- To analyze customer input materials.
- Check for spelling and punctuation issues.
- Handled First proof and Author correction.
- Style check all types of books and Journal according to customer requirements.
- To notice the every mistakes in taken file.
- Follow all the instruction before file started.
- Coordinate with Copyeditors and Paginator in case of any clarification.
- Strong knowledge in typesetting terminologies, proof markings, quality concepts, and typesetting standards.

#### MAR 2019 - OCT 2019

B2K Bytes 2 Knowledge Pvt Ltd Erode

##### Proofreader

- Proofreading for all the full content.
- Proof read books and Journal word by word and character by character reading.
- Check for spelling and punctuation issues.
- Reading Equation and Special Character.
- To notice the every mistakes in taken file.
- Strong knowledge in typesetting terminologies, proof markings, quality concepts, and typesetting standards.

## COMPUTER PROFICIENCY

- MS Office
- Acrobat Reader
- Acrobat Professional