



# APARAJITA JANA

DATA ANNOTATOR, DATA ENTRY OPERATOR

## My Contact

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📍 Vill+ P.O.: Bibhisonpur, P.S.:  
Bhagwanpur, East Midnapur,  
Pin: 721458, Near Bherir Bazar  
Yogoda Satsangha Vidyalaya

## Hard Skill

- Data annotation
- Data Sourcing
- Google sheets, Google doc
- Microsoft office
- Annotation tools like AWS, Sagemaker,  
Amazon Mechanical Turk

## Soft Skill

- Email writing
- Communication

## Education Background

- University of Calcutta  
English Hons. (B.A)
- W.B.C.H.S.E  
Arts (H.S)
- W.B.B.S.E  
M.P

## Career Objective

Seeking a job of computer based works in an organization to utilize my academic, training qualification as well as my experience for growth and success of the organization.

## Professional Experience

LIC Pvt. Ltd.  
2013 (April) - 2017 (December)

Key responsibilities:

- Maintain Client Documents
- Solve client queries and issues

Globsyn IT Services Pvt. Ltd.  
2019 (June) - 2022(June)

Key responsibilities:

- Data Annotation
- Data Sourcing
- Google sheets and doc maintain
- Transcription

Paradigm IT Technology Services Pvt. Ltd.  
2022 (August) - 2023 (August)

Key responsibilities:

Data Annotation