

Gokulakrishnan M

E-mail: krishgoki7777@gmail.com

Phone: +91 9597923596

Address for communication: 9/38, Thulukapalayam, Thudupathi, Perundurai, Erode-57

Objective

To work for a reputed organization with my enhanced skills and experience and be a part as a team player to develop the organization and to develop my skills with the tendency of getting adapted to any circumstance

Work Experience

Working as Senior Associate Copy Editor in TNQ Technologies Pvt Ltd., for the team “Conventional”; client “Elsevier (the Netherlands)”, Coimbatore for a period of 4 years.

Roles and Responsibilities

- Analysing research submissions
 - Typesetting the submitted manuscripts according to the defined styles and rules
 - Structuring and editing the submitted manuscripts
 - Cleaning the manuscripts (Grammatical)
 - Fixing grammatical, punctuations and spell errors
 - Analysing and incorporating corrections in the revises stage
 - Delivering the assigned task within due time with no errors
-

Technical Skills

- Copy Editing / Master Copying
- Microsoft office - Package
- Verbal analysis
- English Grammar proficiency
- XML
- Proof Reading
- Salesforce - Basics

Educational Qualification

B.E. in Electronics and Communication Engineering 2013–2017

Erode Sengunthar Engineering College, Anna University, Chennai

CGPA: 6.87

Class XII 2012–2013

Government Higher Secondary School, Thudupathi

Percentage: 75.91

Class X 2010–2011

Government Higher Secondary School, Thudupathi

Percentage: 85

Soft Skills

- Punctual, Flexible, Perfectionist, Hypercritical
- Good at Communication (Both in Oral and Grammatical)
- Positive attitude and good team player with leadership quality

Personal Details

Native : Perundurai, Erode

Father's name : Moorthi. R

Date of Birth : 10:06:1996

Permanent Address : 9/38, Thulukapalayam, Thudupathi, Perundurai, Erode-57

Language Known : English, Tamil

Hobbies : Macro photography, Traditional food cooking

Declaration

I hereby declare that the above stated particulars and details are true to the best of my knowledge and belief.

(GOULAKRISHNAN M)