

# Karishma Tolani

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C-703, Krishna, Vasant Sagar, Thakur Village, Kandivali East  
Mumbai, Maharashtra

## Experience

### Kalha Aharta (OPC) Pvt. Ltd.

Founding Director

01/2018 - Present

### Shri Vile Parle Kelawani Mandal

In-House Newsletter Executive

03/2016 - 04/2018

### Freelance Consultant

Writer, Editor, Translator and Transcriber

09/2011

### Teacher and Tutor

Self-employed – All subjects

2007 – 2018

### Edu Define Coaching Classes

English Literature and Language Consultant

06/2017 – 11/2018

## Education

### Shreemati Nathibai Damodar Thackersey Women's University

M.A. - English Literature • Mumbai, Maharashtra

08/2012

### Jai Hind College

B.A. - Economics and Political Science • Mumbai, Maharashtra

08/2010

## Skills

- Graphic Design
- Project Management
- Translation
- Content Creation
- Transcription
- Copy Editing

## Languages

- English
- Marathi (Marāṭhī)
- Sindhi
- French
- Hindi
- Panjabi, Punjabi
- Gujarati

## Projects

- Network 18 – Copy Editing
- Catwalk Blog – Blog Creation and Management
- Dr Prem & Associates – SEO Content Creation
- Lionbridge – Translation (English, Hindi, Marathi, Sindhi)
- Yellow Coin – Translation (English-French)