

P.Maadhure Raani

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SKILLS AND PROFICIENCIES

Transcription
Content writing
Proof Reading
Data entry
Translation
Medical transcription

LANGUAGES

Telugu (native)
Hindi
English(UK)(fluent)

Diligent with 2 years of experience working as a general transcriptionist, content writer, and proofreader. As a general transcriptionist, I'm pretty good skilled in accurately transcribing audio and video recordings of interviews, meetings, and other spoken content into written form. As a content writer, I'm having to create high-quality written content on a variety of topics, including blog posts, articles, and website copy. As a proofreader, I'm having a keen eye and attention to detail necessary to identify and correct errors in written content.

WORK HISTORY

GENERAL TRANSCRIPTION

I worked on freelancing projects during my college days for 2 years from 2018-2020

CONTENT WRITING

I worked for 1 year as a content writer for one of my professors as an academic content writer from 2019-2020

Data Entry

I worked as a data entry specialist for about 2 years at one of the computer centres in Hyderabad, the place where I learned from 2016-2018.

MEDICAL TRANSCRIPTION and SCRIBE

As I'm a Pharm-D student, I'm pretty much experienced in clinical terminology and abbreviation and worked as a medical transcriptionist for one doctor in the hospital I visit from college from 2019-2022.

TRANSLATION

I have worked as a translator for 4 years from languages Telugu to English and vice versa.

EDUCATIONAL BACKGROUND

BD IN PSYCHOLOGY

I graduated with BS in Psychology from Ago Medical College, Bicol Christian university, Legazpi, Philippines.

JNTU, Kakinada, Andhra Pradesh,

Currently, I'm pursuing my Pharma -D 4th year at JNTU, Kakinada, Andhra Pradesh.