

Jayati Mukhopadhyay

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Areas of expertise: Editorial Activities
and Content Writing, Developing Ebooks

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Summary

With over 18 years of IT & ITES experience in the areas of Publishing, Non-voice BPO, Data Conversion & Processing, Post & Pre-Press activities (Editing, Translations) and ePublishing Solutions. Skilled in Content Writing, Editorial Services (including translation from Bengali to English and vice versa), writing Website Contents, etc.

Technical Skills

Operating Systems:

MS DOS / Windows

Others:

ABBYY Fine Reader, Adobe Acrobat, Adobe Photoshop, MS-Office 365,
MathML, UltraStudio / UltraEdit.

Web Knowledge:

XML, XSL(T), Cascading Style Sheets (CSS 3), HTML 5.0, DHTML (Java Script).

Software/Tools Known

Education

BA (History(H))

1999

University of Kolkata

DITA

2003

WB State Youth Center

CIA

2004

WB State Youth Center

Personal Details

Date Of Birth

21 Dec 1975

Marital Status

Married

Languages Known

English, Hindi, Bengali

Nationality

Indian

Passport Details:

Passport No: J3272186<4IND7512216F2007081.

Experience as a freelancer in Content Writing and Editorial Activities

Working as a freelancer with various national and international Publishers (Rubric Publishing, Rupali and others) and Companies providing Publishing Services in the field of developing contents, Editing (Copy editing and Detailed Editing), translating from Bengali to English and vice versa on contents (both technical and non-technical) for Educational, Fiction and non Fiction works. Creating meta-contents for eBooks/ePubs that involves creating synopsis or summary of contents and text about the authors/editors/translators for the book or article [in case of a journal] which appears as a synopsis while searching the book / content in the web and book retailer's websites [like Amazon, Ingram, Google Books, etc.].

Experience Details as Employee and Freelancer

April 2022-till Date: Right Click Data Solutions (Location: Kolkata; Prepress and Graphic Design Solutions: Privately Held; 51-200 employees; Outsourcing/Offshoring industry)

Senior Executive: Leading a team working in various web, e-Book development conforming to WCAG Accessibility using Daisy Ace and SMART tools (Remediation of ePub Files) and XML projects for small screen hand-held devices like iPad, iPhone, Nook Color, Amazon Kindle, etc. Specialized in epub3 with fluid and fixed page layouts, with proficiency in JavaScript, HTML5, CSS3.

Additionally doing Research & Development and thereby innovating automated systems to make different processes of electronic publications work faster. Preparing RegExp patterns and writing program scripts thereon to enhance the production process.

February 2017 till date: MJSOLS – Editorials catering to Various Clients (Location: Kolkata, Freelance Consultant; Outsourcing/Offshoring industry)

Various Publishing and Editorial Services: *Involved in different pre-press projects in editorial activities including some translation projects (Literature and Social Sciences). Also created meta-contents for different types of ePub* (reflowable / fixed layout, 2.0 / 3.0 / readaloud / interactive), Kindle, Mobi, HTML5 and ensuring quality from all aspects, be it technicalities, functionalities, User Interface (CSS) or content adhering to WCAG Accessibility Guidelines.

April 2012–January 2017 Casemate Publishers (Location: Remote, Freelance Consultant; Outsourcing/Offshoring industry)

Quality Assurance Executive: Responsibilities involved total operation starting from *Editorial activities* to converting PDF and scanned images to ePub (reflowable / fixed layout, 2.0 / 3.0 / readaloud / interactive), Kindle, Mobi, HTML5 and ensuring quality from all aspects, be it technicalities, functionalities, User Interface (CSS) or content. *Also created meta-contents for different types of ePub.* Providing Production and Miscellaneous Reports to the Top Management of the organization, and controlling the Vendors.

September 2010–March 2012 MAP Systems (Location: Bangalore; Prepress and Graphic Design Solutions: Privately Held; 51-200 employees; Outsourcing/Offshoring industry)

Senior Executive: Leading a team working in various web and e-Book development projects for small screen hand-held devices like iPad, iPhone, Nook Color, Amazon Kindle, etc. Specialized in epub3 with fluid and fixed page layouts, with proficiency in JavaScript / HTML5 and CSS.

Additionally doing Research & Development and thereby innovating automated systems to make different processes of electronic publications work faster.

July 2007–August 2010 Digital Domain India Pvt Ltd

Project Executive: Leading a team working in R & D division and thereby innovating automated systems to make the electronic publications faster.

Also leading a team working in various e-Book development projects for small screen hand-held devices like Sony ebook reader, Amazon Kindle, Mobipocket Reader, etc.

November 2006–June 2007 DPS Technologies India Pvt Ltd

Project Executive: Leading a team working in HTML Conversion Projects for the EDGAR System (U.S. SEC filings). Different companies need to submit financial documents in HTML format to the United States Security Exchange Commission.

Leading a team working in different SGML / XML Conversion Projects (mainly back file archiving projects) including conversion of Nature Magazine published by McMillan India. Have worked in multiple functional areas - OCR, Machine Coding, Imaging.

November 2005–October 2006 GHG Softech Ltd

Executive: Worked in different SGML / XML Conversion Projects (mainly back file archiving projects like Wiley, Blackwell, Springer). Client: Techbooks.

April 2004–October 2005 DPS Technologies India Pvt Ltd

Junior Executive: Leading a team working in HTML Conversion Projects for the EDGAR System (U.S. SEC filings). Different companies need to submit financial documents in HTML format to the United States Security Exchange Commission. Leading a team working in different SGML / XML Conversion Projects (mainly back file archiving projects) including conversion of Nature Magazine published by McMillan India. Have worked in multiple functional areas - OCR, Machine Coding, Imaging.

Qualifications and Experience as an Amateur Artist

Diploma from All India Fine Arts Association (3rd year).

Participated and qualified in Shimul International Painting Challenge in December 2009 for Contemporary Painting (Acrylic).

About an artist – rediscovering myself It was a hoarding displayed opposite of Science City that caught my mind, rather the word 'Your Painting'. I can't express how it works, but can confess that it compelled me to brush up my brush after ten long years. I have never thought before that the word 'Painting' can make me that amount of "really crazy" that I have never been before. I always love to enjoy good art works, painting is one of my favorite hobbies, but after 11th December 2009, 2:40 a.m. after the completion of the painting 'Solitude' I realized that it is more than a 'hobby' and my professional career also. This is 'PASSION' — 'my own PASSION'. I rediscovered myself. Thanks a ton to 'Shimul' for searching me, to whom I have lost in past years, to myself.