



Current Address: - Avinash Kumar
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OBJECTIVE

To play a vital role in a challenging and dynamic work culture using existing skills and my Bilingual (German and English) knowledge, where my efforts can add value to the growth of the Organization and in turn enhance my Career and Capabilities as a professional in the industry.

EDUCATIONAL PROFILE

- June 2013 to June 2015 M.A. in German Language, Lit & culture from “Banaras Hindu University, Varanasi”
- June-2008 to July-2011 B.A (Honors) in German Language Lit & Culture from “Banaras Hindu University, Varanasi”
- May-2006 I. Sc. from A.M. College, Gaya, “BIEC Patna, Bihar”
- May- 2004 Xth from High School, Chandauti, Gaya “BSEB Patna, Bihar”

COMPUTER SKILLS

- Well acquainted with MS Office, MS Excel.
- Platform : Microsoft Windows

OTHER COURSES

- Studied **Linguistics** and **Communicative English** as optional subject in graduation.

WORK EXPERIENCE(S)

- 🚩 **Current designation – Assistant Professor**
- 🚩 **Period: 16th Aug 2024 – Present**

🚩 **Quality Control „QC“ German**

🚩 **Period: 15th May 2017 – 15th Aug 2024**

➤ **Organization name- SPI-GLOBAL Chennai**

1. I work in the LASERWORDS division of **SPI- GLOBAL in projects of their client (Springer publication Germany)**, a major German language academics and education books publisher. I do Quality Control, QC“ of German Language copy editing and supervise work in the German language content team. Adapt and prepare German language manuscripts for print and/or electronic publishing.
2. Checking of all the styles are followed according to the given specifications and ensure all elements are set as per standard guidelines.
3. Checking all marked up corrections from scanned pdf/annotated pdf/word file for revises stage.
4. Pdf compare against the previous stage pdf to arrest introduced errors.
5. Checking of global updations are done throughout the title.
6. Ensuring all points are cross-checked according to check-list.
7. Managing the quality control process within the team, ensure adherence to quality concepts and drive a process of continuous improvement in quality.

🚩 **German Language Specialist**

🚩 **Period : 23rd Jan 2016 to 07th May 2017**

➤ **Organization name - Tata Business Support Services ltd Noida (Noida Sector 60)**

1. Provided Tourism Support (all kind of visas) to **European (German) Clients**.
2. Communicating with German clients via calls and Emails.
3. Being a process of **Ministry of Tourism**, I have to coordinate with German tourist for uses of all kind of visas issue, Tour Packages in India, Hotels Enquiry, Exhibition, wellness and all about tourism.
4. Translation for Incident/Problem/Task standard case and ticket resolution communication via Email/Telephone from Application Help Desk to the users.

🚩 **German Language Trainer for the Period :**

🚩 **Period : 22nd Sep 2011 to 28th Feb 2013**

➤ **Organization name - Kendriya Vidyalaya Sangathan(NTPC Rihand Nagar Sonebhadra UP)**

1. Teaching German Language as a part of curriculum.
2. Developed and implemented daily and unit lesson plans, administered tests and evaluations, and analyzed student performance.
3. Developed innovative approaches in areas including technology integration like Smart Board.
4. Actively served on curriculum development and textbook review.
5. Conducted Interactive Workshops for Students as well as for Teachers.

VALUE ADDITION(S)

- Excellent **communication skills, language and translation:** English to German; German to English, Hindi to German, German to Hindi

ACHIEVEMENTS

- Elementary course in “**Photography**” from the Hobby center of “**Banaras Hindu University**”. (Session : 2009-2010).
- Member of “**Hostel Language and Communication Club BHU**”.
- Conducted National Seminar „**India in German Speaking Countries**” organized by “ **Department of German Studies BHU**”.
- Conducted faculty of arts annual fest “**SANSKRITI**” & inter faculty youth festival.

PERSONAL INFORMATION & PERMANENT ADDRESS

- Date of Birth : 12thDecember, 1989
- Gender : Male
- Mother’s name : Mrs. Parmila Devi
- Father’s name : Mr. Satyendra Singh
- Mother tongue : Hindi
- Nationality : Indian
- Marital Status : Single
- Languages : **German, English, Hindi**
- Passport Status : Valid
- Village : Mobarakpur
- Post : Furhuria
- District : Gaya, Bihar -824237

LEISURE INTERESTS

- Deep interested in European History & Culture, German language literature.

HOBBEY’S

- Playing Cricket & Surfing Net

AIM OF LIFE

- Want to be a successful professional in my life.

DECLARATION

I do hereby declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my knowledge and belief.

PLACE: Chennai
DATE:

Avinash Kumar