**CURRICULUM VITAE**

**Career Objective:-**

As a **Board-Certified Editor in Life Sciences (ELS, 2015)**, I aim to utilize my passion for English and my scientific knowledge to help members of the academic fraternities to communicate more effectively and subsequently enhance their productivity.

**Work Experience:-**

* Currently working as a **Freelance Editor** for **Medjaden Biosciences, Hong Kong** (July 2016 till date), **Wallace Academic Editing, Taiwan** (May 2016 till date), and **Oxford Science Editing**, **UK** (November 2014 till date)
* **Contractual Editor for Singapore Medical Journal, Singapore** (August 2021 to July 2022)
* **Freelance Editor** for the **Medical Publications Support Unit of the Yong Loo Lin School of Medicine, National University of Singapore** from November 2009 to October 2012 (3 years)
* **Editorial Executive** for **Singapore Medical Journal**, a monthly publication of the Singapore Medical Association from March 2010 to September 2012 (**2.5 years, full time**)
* **‘Sub-editor’** for **MedLife (Medicine and Life Sciences) at Editage** (Cactus Communications Pvt. Ltd.), Mumbai, India from June 2008 to November 2008 (**5 months, full time**)

**Job responsibilities:-**

* Editing academic papers and research manuscripts to impart a high standard of English
* Enhancing the language and overall presentation of the manuscripts by improving their readability and flow
* Formatting the manuscripts, if required, according to journal guidelines
* Proofreading the manuscripts to ensure that they are completely error free

**Key Skills:-**

* Excellent command over English
* Good communication skills
* Excellent eye for detail
* Thorough knowledge of Word, Excel, PowerPoint, Outlook, and Internet Navigation

**Educational Qualifications:-**

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| **No.** | **Degree/Qualification** | **Institute** | **Year of Passing** | **Percentage of marks/Grade** |
| 1 | Post Graduate Diploma in **Pharmaceutical Management** | Mumbai University, India | 2007 | A+ |
| 2 | **Master of Science** (M.Sc.) in **Life Sciences** (Biotechnology) | Ramnarain Ruia College (Mumbai University, India) | 2006 | 61.2% |
| 3 | **Bachelor of Science** (B.Sc.) in **Life Sciences** | Ramnarain Ruia College (Mumbai University, India) | 2004 | 68.5% |

 (Shalmali Karmarkar)