

CURRICULAM VITAE

Raju Murar

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CAREER OBJECTIVES

◆To work in challenging environment and put my potential to the best in fulfilling organizational goal through determination and consistent hard work.

◆I can manage all the activities related to editorial department of the company and also capable to develop creative ideas in preparing books and enriched with a vast knowledge and experience of the requirement during the publishing process. Also able to give innovative ideas, error free delivery and time management skills with professional approach as per market trends.

JOB EXPERIENCE

◆Presently working with Ganga Ram Publisher, Sahibabad Indl. Area, Ghaziabad (U.P.), a senior proofreader in editorial department since October 2020 having knowledge of more than 16 years of several publishing industries.

COMPANY PROFILE

Ganga Ram Publisher, as an educational publisher has been publishing quality books based on CBSE and ICSE boards under the guidance of a skilled editorial staff. The company has been preparing school books on various subjects for India for many decades.

NATURE OF JOB

My responsibility consists of heading the editorial team during the preparation of the books. My job in the company is to edit various types of books based on CBSE and ICSE boards. Edit books written by authors, skilled proofreading and editing the parts of my job.

Working with **Techbooks Electronic Services Pvt. Ltd.**, New Delhi as a Proofreader from January 2000 to December 2003.

Worked with **V.K. Publication** a leading Publication in school, college and children's books as a Proofreader cum sub-editor from April 2004 to May 2007.

Worked with **G. Ram Books Pvt. Ltd.**, a leading Publication in school and children's books as a Senior Proofreader cum sub-editor from September 2007 to June 2015.

Worked with **Blue Ink Publication**, New Delhi Senior proofreader from July 2015 to January 2016.

Worked with **HTT Editorial and Content Solutions**, a leading Publication in school and children's books as a from January 2016 to May 2017.

Worked with **Centax Publication**, a leading Publication in Law and GST books as a from June 2017 to September 2020.

Currently working **Ganga Ram Publisher**, a leading Publication in school and children's books as a from October 2020 to till.

QUALIFICATIONS

Passed B.A. (H.) from Delhi University

Passed Senior Secondary School Certificate Examination from C.B.S.E.

Passed Secondary School Examination from C.B.S.E.

PERSONAL DETAILS

Father's Name : Mr. Pala Ram Murar

Date of Birth : 17th December, 1974

Marital Status : Married

Languages Known : Hindi, English

Nationality : Indian

Salary Expected : Negotiable

Place : New Delhi

Date : **(Raju Murar)**