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✉️ aashu.bhardwaj.22@gmail.com

PERSONAL SUMMARY

Dynamic and results-oriented professional with a proven track record in project coordination and management within the localization, dubbing, and translation industry. Adept at overseeing end-to-end project lifecycles, from initiation to delivery, while ensuring adherence to timelines, budgets, and quality standards. Possesses excellent communication skills and a collaborative approach to liaising with clients, internal teams, and external vendors. Skilled in resource allocation, risk mitigation, and process optimization to drive operational efficiency and client satisfaction. Committed to delivering high-quality outcomes and exceeding expectations in multicultural and fast-paced environments.

SKILLS

- Communication skills
- Client handling

WEBSITES, PORTFOLIOS, PROFILES

- [linkedin.com/in/ashutosh-bhardwaj-1645bb226](https://www.linkedin.com/in/ashutosh-bhardwaj-1645bb226)

Ashutosh Bhardwaj

EXPERIENCE

November 2021 - July 2025

Sr. Project Coordinator VerboLabs Languages Pvt Ltd | Udaipur

- Company Overview: Localization, Dubbing & Translation company
- As a Project Coordinator in a Localization, Dubbing & Translation company, I play a pivotal role in managing the end-to-end process of localization projects, ensuring timely delivery and high-quality outcomes for our clients.
- In this position, I have excellent organizational skills, attention to detail, and the ability to coordinate multiple tasks and clients effectively.
- I am responsible for overseeing project timelines, resources, and communication to ensure smooth execution and client satisfaction.
- Localization, Dubbing & Translation company
- I played a crucial role in the team when we won the Team of the Month award.
- January 2022, May 2022, August 2022 & February 2023.

March 2017 - September 2020

Research Analyst Arcgate | Udaipur

- As a Research Analyst, I play a critical role in collecting, analyzing, and interpreting data to provide valuable insights to support decision-making processes within the organization.
- I was involved in conducting thorough research, synthesizing complex information, and presenting findings clearly and concisely.

ACHIEVEMENTS

- Played a crucial role in the team when we won the Team of the Month award.
- 2022-01-01
- 2022-05-01
- 2022-08-01
- 2023-02-01

EDUCATION

B.tech | Electrical Engineer

Baldev Ram Mirdha Institute of Technology, Jaipur

PERSONAL INFORMATION

- Date of birth: 1993-05-22
- Gender: Male
- Nationality: Indian
- Marital status: Married

WEBSITES, PORTFOLIOS AND PROFILES

<https://www.linkedin.com/in/ashutosh-bhardwaj-1645bb226>

HOBBIES AND INTERESTS

- Sports
- Travel & Trekking
- Gaming
- Photography

CUSTOM SECTION

I consent to the processing of my personal data for the purpose of recruitment for the position to which I am applying.

LANGUAGES

English:  B2 Upper Intermediate

Hindi:  C2 Proficient

