



# SHIKHA KAPOOR

## FOREIGN LANGUAGE PROFESSIONAL

### CONTACT

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Fatehgarh Churian Road,  
Amritsar

### EDUCATION

**2004-2007**

**Guru Nanak Dev University, Amritsar**

B.A (Honours) in English  
(2nd in the University)

**2004-2005**

**Guru Nanak Dev University, Amritsar**

Certificate Course in French  
(1st in the University)

**2005-2006**

**Guru Nanak Dev University, Amritsar**

Diploma Course in French  
(1st in the University)

**2006-2007**

**Guru Nanak Dev University, Amritsar**

Advanced Diploma Course in French  
(2nd in the University)

**2007-2009**

**Panjab University, Chandigarh**

M.A. French **Gold Medalist**

**2007-2009**

**Panjab University, Chandigarh**

Certificate Course in German

**2007-2009**

**Alliance Française, Chandigarh**

C1 French

**2009**

**Goethe Institute, Pune**

A2 German

**2012**

**Istituto Italiano di Cultura, New Delhi**

A2 Italian

### PERSONAL PROFILE

I am a foreign language professional with over eighteen years of experience.

### WORK EXPERIENCE

**2005 - Present**

**AJANTA SCHOOL OF FOREIGN LANGUAGES, AMRITSAR**

**Professor, Translator, Interpreter, Writer**

- Teaching basic and intermediate level of different foreign & Indian languages including French, German, Italian, Spanish, Dutch, Norwegian, Portuguese etc.
- Have been preparing the candidates for various foreign language examinations including DELF A1, A2, B1 & B2, Start Deutsch A1 & A2, CILS A1, Dutch Civic Integration Exam A1.
- Have been preparing the candidates for various embassy interviews etc.
- Have been translating foreign language documents from English to French, German, Italian, Spanish, Dutch, Portuguese and vice versa.
- Co-author of 13 Ajanta Foreign Language books through the medium of Hindi-English.

### SKILLS

- Polyglot : English, Hindi, Punjabi, French, German, Italian, Spanish, Norwegian, Dutch, Portuguese etc.