



# Switymala Deka

## Profile

A passionate educator and a counselor with 7+ years of expertise in respective domains. Being honored with medals for two consecutive years for contributing to the outstanding result of students was my biggest achievement. I take pride in being a good listener and safeguarding the privacy of my clients. Explored a career in media processing services as a translator and subtitling of Indian Regional Languages to English, with 2+ years of experience. In the process of career transition, looking forward to working in a dynamic organization offering language translation and media processing services where I can learn and develop myself every day. Self-motivated and committed to a goal-driven approach to contribute to the mission of the organization. Open to feedback, and constructive criticism. Willing to take ownership of the assigned task and focus on delivery. Hardworking, ability to multitask, and teamwork.

## Employment History

### Media Associate (Remote), Prime Focus Technologies Pvt. Ltd, Bengaluru

DECEMBER 2021 – FEBRUARY 2023

- Translated content from Assamese, Hindi, and Bengali to English.
- Subtitling from Hindi to English with channel-specific guidelines.
- Worked on Localization, Time-coding and FN creation projects.

### Educator and school counselor, Sanskriti The Gurukul, Guwahati

NOVEMBER 2017 – MARCH 2021

- Created lesson plans with an aim to impart quality education to prepare for the board exams.
- Regular interactive sessions and mock tests.
- Lectures and class notes were an integral part of the teaching-learning process.
- A friendly approach to help the students in their problem-solving and decision-making activities.
- Life skills and guidance coach.

### Adolescent Reproductive and Sexual Health Counselor, National Health Mission, Barpeta

MARCH 2013 – NOVEMBER 2017

- Adolescent-friendly counseling services at the district hospital.
- Participated in outreach programs during the Village Health and Nutrition Days.
- Visiting counselor to schools.
- Interactive sessions and guidance at district health fairs.

### Member of Media Processing Services, Prime Focus Technologies Pvt. Ltd, Bengaluru

NOVEMBER 2011 – DECEMBER 2012

- Writing English synopsis of Hindi soaps with reference to channel-specific guidelines.
- Tagging Hindi and English movies as per the required parameters.
- Quality check of synopsis.

## Details

Guwahati

India

09957102721

[deka.swity04@gmail.com](mailto:deka.swity04@gmail.com)

## Skills

Leadership Skills

Adaptability

Computer Skills

Effective Time Management

Ability to Work Under Pressure

## Hobbies

Gardening, Art & craft, Reading, Traveling, feeding homeless canines, and Cooking for the family.

## Languages

Assamese

Hindi

Bengali

English

## Education

### PhD, Gauhati University, Guwahati

MARCH 2013 – SEPTEMBER 2019

Conferred with the degree of doctor of philosophy with successful completion of the course work, research & field activities, data collection, paper presentation, and publication of research papers in journals.

### M.Sc Psychology, Indian Institute of Psychology and Research, Bengaluru

AUGUST 2008 – SEPTEMBER 2010

Graduated with first class.

### BA (Journalism, Psychology, English), Acharya Institute of Graduate Studies, Bengaluru

JULY 2005 – AUGUST 2008

Graduated with first class.

### HSSLC, Shrimanta Shankar Academy, Guwahati

JULY 2003 – JULY 2005

Graduated with first class.

### HSLC, St. Mary's English High School, Guwahati

JANUARY 1990 – JUNE 2002

Started with pre-primary school and graduated from high school with a second class.

## Courses

### Training in counselling skills, Acharya Institute of Graduate studies in collaboration with Prasanna Counselling Center

JULY 2007 – OCTOBER 2007

### Basic Computer Application, Zakir Institute of Computer Application

NOVEMBER 2010 – FEBRUARY 2011

## Internships

### Clinical Exposure, Medico-Pastoral Association, Bengaluru

NOVEMBER 2009 – DECEMBER 2009

- Voluntary participation as per the requirement for the Master's program.
- Conducted counseling and tests with respect to the diagnosis of the inmates at the rehabilitation center.
- Case history taking and collaborating during the self-help and recreation activities of the clients at the center.