

RAJAN PRASAD

Dedicated Writing, Editing, Translation & Transcription Professional

Portfolio: <https://www.guru.com/freelancers/rprajan>

“Crafting Words, Connecting Languages, Delivering Excellence”

Professional Summary

Versatile language and content professional with extensive experience in **creative writing, editing, translation, and transcription**. I produce **professional, high-quality, and personalized content** including blog posts, articles, poems, letters, product descriptions, ad copy, and other creative content in **English, Hindi, and Romanized Hindi**.

For **translation and transcription**, I work with **English, Hindi, Japanese, Bengali**, and as a native speaker, also provide **Magahi, Awadhi, and other Bihari dialects**, with **Romanized versions available for all listed languages**. I focus on **accuracy, consistency, and timely delivery**, providing **reliable ongoing support** for both short-term and long-term projects.

Key Skills & Expertise

- **Creative Writing & Editing:** Proofreading, Copywriting, Ghostwriting, Blog Posts, Articles, Poems
- **Translation & Transcription:** Multilingual content in English, Hindi, Japanese, Bengali, Magahi, Awadhi & other Bihari dialects (including Romanized text)
- **Content in Various Tones:** Formal, Emotional, Conversational, Savage, Cheeky, or Custom Client Tone
- **Reliable, Continuous Support:** Dedicated assistance for ongoing projects
- **Subtitles & Captions:** Accurate and engaging text for media projects
- **Timely Delivery:** Meeting deadlines without compromising quality
- **Confidentiality & Professionalism:** Ensuring client privacy and secure handling of all content
- **Client Communication & Project Management:** Clear, proactive, and organized coordination

Professional Experience

Freelance Writer & Translator

Self-employed | 2018–Present

- **Created and edited diverse content** including blog posts, articles, marketing copy, and creative pieces tailored to client specifications and target audiences.
 - **Delivered translation and transcription services** across multiple languages and dialects ensuring cultural nuance and context accuracy.
 - **Developed engaging, SEO-friendly, research based content** for clients in healthcare, technology, education, and lifestyle sectors.
 - **Produced customized creative content** including poems, copywriting, and ghostwriting projects.
 - **Collaborated with clients on ongoing projects**, providing dedicated resource support with a focus on quality and consistency.
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Education

Bachelor of Arts in English

[Asutosh College, Calcutta University], [2014]

Languages

English, Hindi, Japanese, Bengali

Magahi, Awadhi, and other Bihari dialects

Romanized versions of all supported languages

Why Hire Me?

- **Consistent Quality:** Every project handled with precision and attention to detail
 - **Quick Turnaround:** Timely delivery without compromising quality
 - **Customized Approach:** Content tailored to your brand, audience, and tone
 - **Confidential & Professional:** Projects handled with discretion and dedication
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Availability

Open for **short-term or long-term dedicated projects** on Guru.com