

# ARUNDHATI SUBHEDAR

arundhati.subhedar@gmail.com

## EDUCATION

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**Faculty of Arts, University of Melbourne**, Melbourne, Australia *March 2020–present*  
*Master of Publishing and Communications*

**Columbia University**, New York, USA *June 2019–July 2019*  
*Columbia Publishing Course*

- Six-week intensive course on all aspects of book, magazine, and digital media publishing
- Acted as CEO for simulated magazine publication; acted as Sales Director for simulated publishing house

**Lady Shri Ram College, University of Delhi**, New Delhi, India *July 2016–May 2019*  
*Bachelor of Arts (Hons.) in English with a minor in Psychology*

## WRITING AND EDITING EXPERIENCE

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**Self-employed**, India / Australia *Nov. 2019–present*  
*Freelance Editor and Ghostwriter*

- Provided a range of services for a traditional publisher (Hachette, India) and self-publishing authors, including:
  - Copy-edited 1 children's (middle grade) reference book, 1 paranormal fantasy novel, 15 sci-fi novellas, and 4 paranormal fantasy novellas
  - Proofread 1 middle grade fiction novel and 2 young adult / new adult fantasy novels
  - Provided editorial assessments and developmental feedback for 1 sci-fi novella and 4 fantasy novels
  - Ghostwriting a YA sci-fi novel; also have ghostwritten opening chapters for 2 adult fantasy novels

**Bookwallah Organization**, India / USA *Sept. 2019–Dec. 2019*  
*Editor (Social media intern)*

- Assisted the CEO with operations and design work for annual fundraiser in Chicago, USA
- Worked with marketing team to strategise social media campaigns and outreach

**College Magazine**, Lady Shri Ram College, New Delhi, India *Aug. 2018–Apr. 2019*  
*Sub-editor*

- Edited 50+ correspondence reports from university events
- Wrote reports, opinion articles and a short story with readership of 750+
- Organised events such as speaker sessions and editorial seminars

**Department of English**, Lady Shri Ram College, New Delhi, India *Aug. 2018–Apr. 2019*  
*Head, Archives Team*

- Coordinated coverage of and edited articles, reports and reviews of panel discussions, performances, paper presentations, screenings, and other department activities
- Compiled the semester-by-semester academic bibliography

## SKILLS AND LANGUAGES

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- Advanced Microsoft Word and Microsoft PowerPoint
- Basic Microsoft Excel, Microsoft Publisher, Canva, and WordPress
- Fluent English; conversational Hindi and Marathi