

ARUNDHATI SUBHEDAR

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EDUCATION

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

EDITING AND PUBLISHING EXPERIENCE

Freelance Editor *Nov. 2019–present*

- I provide a range of services for Hachette (India), Bryant Street Shorts (USA), News Mag Media (Ireland), and independent / aspiring authors (various countries):
 - Beta-reading / manuscript appraisals: 8 novels in fantasy, sci-fi and YA genres
 - Fact-checking: 2 children’s non-fiction (reference) books, and 3 monthly children’s magazines
 - Copy-editing: 10 novels, 1 comic series, and 40+ novellas in fantasy, sci-fi, YA and romance genres
 - Proofreading: 4 novels in the fantasy, sci-fi, middle grade, and YA genres
 - Developmental editing: 8 novels and 1 comic series in fantasy, sci-fi and YA genres

Allen & Unwin, Melbourne, Australia *July 2021–present*

Editorial Intern, Books for Children and Young Adults

- Assisted with structural reports for middle fiction and YA books
- Assisted with copy-editing and proofreading middle fiction and YA books
- Proofed and Australianised a buy-in middle fiction title
- Researched copyright law and Indigenous lands for picture book projects

Grattan Street Press, Melbourne, Australia *July 2021–present*

Chief Proofreader

- Led a team of 5 proofreaders through first, second, and third pages checks for a collection of short stories curated by Grattan Street Press
- Coordinated with production team, editorial team, and 60 authors

Production Associate

- Assisted in creating and maintaining the production schedule
- Created 3 cover roughs and 3 sample settings

SKILLS AND LANGUAGES

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

References available upon request.