

CAREER OBJECTIVE

Hardworking College Student seeking employment. Bringing forth a motivated attitude and a variety of powerful skills. Adept in various social media platforms and office technology programs. Committed to utilizing my skills to further the mission of a company.

WORK EXPERIENCE

Book Editor Intern • Internship Aug 2025
Book Editor Intern, Virtual

- 1. Assisted in reviewing and editing manuscripts for grammar, clarity, and consistency.
- 2. Conducted proofreading to ensure error-free content before final submission.
- 3. Collaborated with authors and senior editors to refine drafts and maintain the publisher’s style guidelines.
- 4. Researched references and fact-checked content to improve accuracy and quality.

EDUCATION

B.Com, Commerce 2024 - 2026
Prathiba Junior College

Senior Secondary (XII), Maharashtra State Board Of Secondary And Higher Secondary Education 2026
Commerce
Prathiba Junior College

SKILLS

- Time Management
- Self-learning
- Adaptability