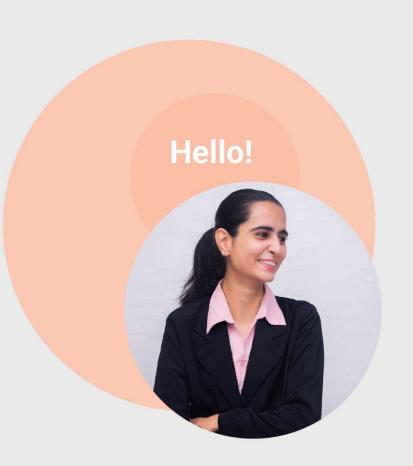
Khushbu Mali



Digital MarketingGoogle



Microsoft Office Specialist Microsoft



Section

01

Personal Profile

ABOUT

Hello, I am Microsoft Certified Office Expert, I have gained my experience in this field for more than 5 years and contributed it to creating technical content for leading Large and Dimensional companies in India. I have skills to collaborate, communicate and comprehend which has made me efficient at the same time effective in designing and delivering my work in customized training program at various platforms across industries of corporates for the need based technical programs across the country.

CONTACT

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Address:

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ONLINE

Google:

LinkedIn:

Click to open link

linkedin_account

Instagram:

Twitter:

instagram_account

twitter_account

Section

02

Education

Academics & Graduation

rouderings a Gradada

Diploma & Speciality

2016 - 2020

Mumbai - Maharashtra University

Higher & Secondary Education

Information Technology

- Specialist In Microsoft Tools
- Masters in Tally Solutions
- Diploma in Google Marketing
- Leading Board of GST Council
- Content Writting for different Platforms
- IOT & Boarding AI Technologies
- Website Developer (Frontend & Backend)
- Diploma in IT
- Facebook Blueprint

Section

03

My Skills

SOFTWARE & ONLINE TRAININGS

Microsoft Word

Microsoft Excel

Microsoft PowerPoint

Microsoft Access

Microsoft Outlook

Tally ERP / Prime

GST GST

Power BI

Python Intermediate

Excel VBA

Linux

Full Stack

Data Studio

My SQL

PROFESSIONAL

Content Creator

Level Score 8.5/10

Marketing Strategies

Level Score 9.5/10

Personality Development Skills

Level Score 9/10

Data Analysis

Level Score 9.5/10

Corporate Etiquette

Level Score 8/10

Leadership

10/10

Level Score

Section

04

Work Experiences

Learnandexcel

Nov 2019 - Dec 2020

Content Created for Various Courses | Marketing Channel

MICROSOFT Word, PowerPoint, Excel – Tally ERP & GST, VBA, Dashboard, PowerBi, Marketing Ads, Running Campaign and Data Analytics

LetsTute

Nov 2019 - Dec 2020

Content Created for Various Courses | Marketing Channel

MICROSOFT Word, PowerPoint, Excel - Tally ERP & PRIME, GST & VBA

Infidea

Mar 2015 - Jun 2016

Content Created for POWERBI

PowerBi - Marketing Tactics of Content

Dr. Vivek Bindra

June 2019 - Dec 2020

Content Created

MICROSOFT Word, PowerPoint, Excel – Tally ERP & GST, VBA, Dashboard, PowerBi, E-Mail, Everyday Boosting Content Creator and Sales Strategic Data

Udemy

Nov 2019 - Dec 2020

Content Created for Various Courses | Marketing Channel

Microsoft Excel & VBA

Skill India

Nov 2019 - Dec 2020

Content Created for Various Course | Marketing Channel

Microsoft Excel & VBA

Learn Mall

Content Created for Microsoft Word & VBA

Nov 2020 - Dec 2020

Microsoft Excel, VBA & Tally PRIME

AZNI - warwick.ac.uk

Nov 2019 - Dec 2020

Content Created for Various Courses | Marketing Channel

MICROSOFT Word, PowerPoint, Excel – Tally ERP & GST, VBA, Dashboard, PowerBi, Marketing Ads, Running Campaign and Data Analytics

Many other Tutorials & Academics

Jun 2017 - Existing

Content Created for Various Courses | Marketing Channel

Microsoft Office Suite, Tally Solutions, Data Uploading's & Manuals, PowerBi, IOT Basics and SAP Intermediate

Section 05

Ongoing Projects & Plan

PRAKYDO

Co-Founder of Data Automation Company.

Phone: +91 9689116356

Email: Khushbu.mali@prakydo.com

Section 06

Languages & Certificates

LANGUAGES

English: Hindi:

Proficient Advanced

Marathi: Gujrati:

Intermediate Elementary

CERTIFICATES

March 2017 Microsoft Certification

Word | Excel | PowerPoint | Outlook | Access | Publisher

Sept 2018 Digital Marketing Certification

Facebook | Instagram | Twitter | LinkedIn | WhatsApp | Google Channel AdSense | SEO & SEM | Analytics | Database Funnel

Jan 2019 Tally Solutions

ERP | Prime | GST

Dec 2021 Business Leadership

Entrepreneurship Funnel | Business Administrator | Plan & Execute Modular Change of Data Plans | Software Author Book

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