

ANN MARY

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Career Objective

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

Skills

- Client relationships
- Initiative
- Problem-solving
- Recordkeeping
- Scheduling
- Team collaboration

Work Experience

June 2015
Palarivattom,
Ernakulam, India

Internship Student / Jeevan Telecasting Corporation Ltd.

- Responsibilities undertaken at the channel were news translation and news editing.
- Worked on projects using knowledge gained in classes to put together recommendations for issues.
- Analyzed problems, identified solutions, and made decisions.

April 2021 - Sept
2021
Ernakulam, India

Client Service Intern / Artbank Photographs

- Investigated and resolved customer inquiries and complaints quickly.
- Recommended packages to customers, thoroughly explaining details.
- Maintained up-to-date knowledge of packages and service changes.

Oct 2021 - Current
Ernakulam, India

Social Media Team Member / Artbank Photographs

- Conducted daily updates to social media profiles to boost the company's online presence.
- Increased customer engagement through social media.
- Monitored the online presence of the company's brand to engage with users and strengthen customer relationships.

Education

Current
Jaipur, Rajasthan,
India

MBA in Media and Entertainment Management Suresh Gyan Vihar University

2019
Guindy, Chennai,
India

Training Program: Content Writing Course Spark Academy

2018
Tambaram, Chennai,
India

Diploma: Journalism and Mass Communication Madras Christian College

2016
Thevara, Ernakulam,
Kerala

Bachelor of Arts in English Language and
Literature - Copy Editor
Sacred Heart College

Hobbies

Crochet and Macramé

Additional Information

Projects and Dissertations

- The project was done during the internship period - 'Research on Jeevan TV'.
 - The dissertation submitted to college - 'A Self-Actualization of Jane Eyre'.
 - The project work was submitted to the university - 'Cinematography Practices in Indian Film Industry'
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Languages

English, Malayalam, and Tamil

Declaration

I hereby declare that the above information and facts are true to the best of my knowledge and belief.

Date and Place

05 April 2022