

Harsh Upadhyay

harshupadhyay9022@gmail.com | +91 7039867837 | Mumbai

WORK EXPERIENCE

Content Specialist • Internship

Nov 2021 - Feb 2023

Lighthouse Learning Private Limited, Virtual

I have to upload the content which is given to me on the Learning management system. I have to maintain the excel file for the uploaded content. I have to edit various educational content through MS-Excel and Ms-word.

EDUCATION

Master of Computer Applications (MCA), computer science

2022 - 2024

Amity University Noida

TRAININGS / CERTIFICATIONS

Advanced Excel

Aug 2022 - Sep 2022

Amity University Online, Virtual

SKILLS

- MS-Excel
- English Proficiency (Written)
- English Proficiency (Spoken)
- HTML
- MS-Office
- CSS
- JavaScript
- WordPress

ADDITIONAL DETAILS

- I have a silver medal and an certificate in a exam conducted by Times of India and byju's.