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# JAGRUTI POYEKAR

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I have Completed my Under-Graduation, a three-year program in computer application from Regal College, Kankavali. While learning, I developed an interest in UI Designing, so I did an offline course in UI developer from Giri's Tech Hub, Pune.

I am seeking an employment opportunity to enrich my knowledge and experience. During the Course of my studies I realized that I have a keen interest in designing. I aim to improve my Cognitive abilities and diversify my ideas and skills in the field of art and design.

It would be an immense pleasure for me to be of assistance in such an ambitious and relevant company through this opening. Attaching my CV and portfolio.

I look forward to speak with you about this employment opportunity.

Thank You  
Jagruti Poyekar

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## Project

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**Project Name:** Hotel Jaltarang Management System.

**Client:** Hotel Jaltarang.

**Languages:**

- **Front End:** C#.Net
- **Back End:** SQL Server 2005.

**Description:**

We have implemented a system of “Hotel Jaltarang”. which is mid-segment hotel in Kankavli providing facilities like 24-hours room services, breakfast, laundry, car parking system. We have computerized the whole system of hotel Jaltarang and stored whole data at one place and maintained all the records of guest/staff and maintenance together.

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## Training Experience

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**Training Course** – Professional UI developer course from Giris Tech Hub.(Warje,Pune)

**Role:** WordPress Developer | **Duration:** [1.5 months from Nov 20 ] as a intern in **ValueDX pvt.ltd**(Baner Pune)

**Technologies Used:** WordPress, Element or, CSS, HTML, Custom Post Types, Plugins (e.g., Contact Form 7, Worms, etc.)

### Project Overview:

As part of my internship, I contributed to the development and design of a WordPress website for a caregiving and healthcare services organization. The website aimed to provide information about the caregiving services offered, facilitate easy contact for inquiries, and support the process of booking services like home care and medical assistance. I assisted in building a user-friendly, responsive site tailored to the needs of the target audience, including elderly individuals and their families.

### Key Responsibilities:

- **Website Design Assistance:** Assisted in the design and customization of website pages using the Element or page builder, ensuring a modern and visually appealing layout that was also easy to navigate for users of all ages.
- **Custom Post Types (CPTs):** Created and managed custom post types to effectively organize and display caregiving services, testimonials, and blog posts.
- **Theme Customization:** Worked with WordPress themes to adjust layouts, colours, and fonts, making sure the website aligned with the branding and aesthetic needs of the caregiving organization.
  - **Content Integration:** Helped integrate and format content on the website, including text, images, and videos, to ensure that it was clear, informative, and accessible to visitors.
  - **Plugin Management:** Assisted in the installation and configuration of WordPress plugins such as **WPForms** for contact forms and **Contact Form 7** for service inquiries, ensuring smooth functionality.

- **SEO Support:** Contributed to SEO efforts by optimizing pages with keyword-rich content, meta descriptions, alt text for images, and using SEO plugins (like **Yoast SEO**) to improve the site's visibility.
- **Responsive Design:** Ensured that the website was fully responsive, adapting seamlessly across different devices such as desktops, tablets, and smartphones.

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### Soft skills:

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- Teamwork
- Adaptability
- Problem Solving
- Time management
- Creative thinking
- Attention Detail

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### Technical skills:

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- Knowledge of the HTML language.
- JavaScript knowledge.
- Knowledge of front development frameworks like pure CSS.
- Knowledge of frameworks and libraries such as Bootstrap.

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### Experience

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- 1.5 Years of Experience in Tata motors plant as Quality department.
- 5 Years of Experience in ITC (industrial trading co) as back-office executive.

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### Education and Training

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|--------|---------------------------------------|---------------------|
| • BCA: | Regal College,<br>Kankavli            | 67.70% (April 2016) |
| • HSC: | (Kankavli College),<br>(Konkan Board) | 45.83% (Feb 2012)   |

- SSC: (Vidyamandir High School), (Kolhapur Board) 70.73% (March 2010).

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## Personal Information

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**Date of Birth:** 21/02/1996

**Gender:** Female

**Marital Status:** Married

**Nationality:** Indian

**Languages Known:** English, Marathi and Hindi

**Permanent Address:** PCMC.

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## Declaration:

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I confirm that the information provided by me is true to the best of my knowledge and belief.