

NUPUR KALRA

FULL STACK DEVELOPER

CONTACT

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SKILLS

- Next JS
- React JS
- Node JS
- MongoDB
- JavaScript
- HTML
- CSS
- Bootstrap
- Tailwind CSS
- Figma Designing

EDUCATION

10th passed from CBSE Board

2017

12th passed from CBSE Board

2019

B.A. Political Science (Hons) from Delhi University.

2023

LANGUAGES

English

Hindi

WORK EXPERIENCE

Software Developer

Doc Master Pvt. Ltd.

Feb 2024 - July 2024

- **Website Monitoring:** Maintained the high user experience level when analyzing and update the design and functionality flaws.
- **UI/UX Design:** Formed easy and clear designs for Docmaster.in using Figma.
- **Web Development:** Developed and designed comprehensive webpages for Docmaster.in with HTML, CSS, React.js and Node.js.

Office Manager

Volts and Watts Electronics Pvt. Ltd.

2022 - 2023

- **Private Tenders:** Successfully completed tenders including electronic and mechanical work for Delhi Jal Board. **Administrative Oversight:** Letter writing, scheduling of appointments, filing, and ordering of stationery among them. **Vendor Management:** Maintained vendor control, established purchase contracts, and had friendly vendor relations. **Record Maintenance:** Is also involved in maintaining of financial documents and records of personnel.

Software Associate

Doc Master Pvt. Ltd.

2021-2022

- **Template Design:** Designed and uploaded dynamic templates and fields, like banking forms, agreements, resumes, FIR forms, and more. Ensuring customers can easily fill out only the required information.
- **Quality Assurance:** Tested templates and fields for bugs and errors, resolving issues at the user level and coordinating with developers for more complex fixes to enhance website performance.

Sales Executive

King Digital Pvt. Ltd.

2020-2021

- **Outbound Sales Calls:** Marketed products and services like Bulk SMS, Bulk email, web site-development, SEO and other outbound marketing services.
- **Lead Generation:** Identifying possible customers, cultivated the leads, and converted them into sales applying speech appeal skills.

Tele-caller

Silaris Information Pvt. Ltd.

2019-2020

- **Customer Communication:** Explained all the aspects of the product and insurance to customers and took their information with the aim of providing the best services.

PROJECTS

- **Techsetgo.in:** Freelance project of next js website, Created a Website design using Figma and Implemented the design using Next.js, Bootstrap Framework ,Custom CSS and MongoDB.
- **Docmaster.in:** Created a Website design using Figma and Implemented the design using React.js, Bootstrap Framework ,Custom CSS and Node.js.
- **Password Generator:** Created Password Generator Website Pages Using HTML, CSS and JavaScript.
- **Password Manager Website:** Created Password Manager Website using ReactJs, TailwindCSS, NojeJS and MongoDB.