



# PALAK AGARWAL

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📍 West Bengal, India 736182

## EDUCATION

2026

**BACHELOR OF COMMERCE**  
**MOUNT CARMEL COLLEGE, BANGLORE,**

- Graduating in Commerce.

2021

**ST ANTHONY CONVENT SCHOOL**  
**JAIGAON**

- secondary school .

2023

**ST ANTHONY CONVENT SCHOOL,**  
**JAIGAON**

- Higher education

## SKILLS

- Management Skills
- Video editing
- Graphic designing
- Photo editing
- Creative and artistic
- Digital video
- Social media marketing
- Advertising
- Photography
- Problem solving
- Event management

## LANGUAGES

- English
- Nepali
- Marwadi
- French (basic)
- Bengali (basic)

## PROFILE INFO

I'm a dedicated and adaptable professional with a strong work ethic and effective communication skills. I'm eager to contribute to a dynamic team and support organizational goals. I'm an innovative designer specializing in conceptual development, user experience optimization, and visual communication. I excel in problem-solving, collaboration, and adaptability to exceed expectations. I'm also a creative video editor specializing in storytelling through video, color grading, and sound design. I excel in time management, adaptability, and collaboration to exceed creative expectations. Finally, I'm a driven social media marketing intern with experience in creating engaging content and optimizing marketing strategies. My strengths include creativity, analytical thinking, and communication skills. I'm confident that I can bring value to any team.

## EXPERIENCE

### MARKETING OMNISCIENT

10/2023-11/2023

#### RITI

- Demonstrated strong problem-solving skills, resolving issues efficiently and effectively.
- Graphic designing and video editing.
- Edited the videos according to the company marketing strategy.

### SOCIAL MEDIA MARKETING INTERN

03/2023-04/2023

#### AYURVEDA SHIKSHA

- Monitored Facebook, Instagram, Twitter and other social media platforms to build customer connections.
- Edited audio clips and added sound effects to enhance video quality.
- Fired, edited, and uploaded videos for the YouTube channel.
- Authored press releases and media advisories that increased brand exposure.

### HRM INTERN

01/2024-03/2024

#### LERNX

- My primary task was to manage and assist the marketing team.
- Conducted interviews.
- Came up with new marketing strategies related to products of Lernx.
- Hired potential candidates.
- Managed the recruitment process.

### DATA ENTRY INTERN

10/2023-11/2023

#### JD GROUP

- Performed data entry tasks, accurately recording personal information of clients into Excel spreadsheets.
- Enhanced proficiency in Excel by utilizing various functions to streamline data entry processes and improve overall proficiency

## CERTIFICATIONS

**Basic Graphic designing**  
[learn.unschool.in](http://learn.unschool.in)

**Advanced google ads**  
[learn.unschool.in](http://learn.unschool.in)