# **Naina Sahu**

# **Personal Information**

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### **Soft Skills**

Communication

Teamwork

Adaptability

Writing

Time Management

Ability to take criticism

Creativity

#### **Hard Skills**

Power Point Presentation

MS Excel (Basic)

Content Marketing

## **Certifications**

- HR Leadership Program-Group
  Discussion Techniques (Udemy)
- Talent Acquisition Excellence
  (Udemy)

# **Personal Summary**

I am a recent graduate with a degree in Bachelor of Commerce. I am looking for a challenging role in an organization where I can use my skills and knowledge to make a difference. I am a motivated individual who is always looking to learn new things and take on new challenges.

## **Education**

#### National P.G. College, Lucknow

Bachelor of Commerce, 2024

- Cumulative GPA of 6.7
- Member of the Beats Dancing Club
- Member of Debating Club

#### Study Well Public School, Sitapur

Higher Secondary, Class of 2021

- Aggregate Percentage 84.6%
- Captain of Cultural Team

# **Internship Experience**

Skill Crux (March, 2023 - May, 2023)

#### **Content Writing Intern**

- Wrote across domains, including marketing, travel, and food.
- Drafted high quality content and delivered 8+ SEO driven blogs.

## **Extra-Curricular Activities**

#### **Beats Dancing Club**

Member of Beats Dancing Club, a college based dancing group where we performed on various cultural events and organized several dance competitions.

#### **Debating Club**

- Organized various competitions and debates focusing on the communicative ability to enhance self confidence and character building.
- Conducted weekly classes for developing the public speaking skills of the students.