

RESUME

Nishtha Arora

A-00/89 Sector-2 Rohini, Avantika mig-60mtr, Delhi-110086

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CARRER OBJECTIVE:

- To use my potential skills for enhancing the organization capabilities as well as looking mutual growth in all perspective.

ACADEMIC QUALIFICATION:

- HIGH SCHOOL from C.B.S.E. Board in year 2014.
- INTERMEDIATE FROM CBSE board in the year 2016.
- Completed Graduation from PDM University.

WORK EXPERIENCE

- Internship during College from C.D International School for 1 Month.
- Internship in digital marketing from Phoebe Media for 3 months.
- Had 2 months experience in HDFC Bank.

PERSONAL PROFILE:

DATE OF BIRTH : 12th may, 1998

FATHERS NAME : Tilak Raj Arora

GENDER : Female

MARITAL STATUS : Unmarried

NATIONALITY : Indian

LANGUAGES KNOWN : English, Hindi

HOBBIES : Dancing, listening songs, playing badminton

STRENGTH

- Discipline
- Hardworking
- Punctual

INTERNSHIP

- Had an experience to work with C.D International School, Gurgaon, Sohna road, near Maruti Kunj under HR and Admin Department.
- Had an experience to work with Phoebe Media under Social Media Optimization and Content Writing.
- Working as a freelancer in content writing and social media marketing.

SKILLS

MS Office : Excel and PowerPoint

Digital Marketing : Content Writing and Social Media Optimization

DECLARATION:

I hereby declare that above mentioned details are correct and complete to the best of my knowledge.

DATE:

(NISHTHA ARORA)

PLACE : DELHI