

# Rifna C

Morayur, Kerala | 9778245923  
razrifnazar@gmail.com

## Experience

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### IEDC EMEA | Kerala, Karipur

#### Chief Operating Officer (COO) | 01/2023 - 04/2023

- Led and mentored a team of interns, resulting in improved performance and dedication.
- Designed and implemented programs to improve end-to-end programs and enhance student satisfaction.
- Coordinated and managed connections to ensure successful program implementation.
- Submitted regular reports to the CEO, providing insights and recommendations for further improvements.

### Connect EMEA | Kerala, Karipur

#### Community Management Intern | 01/2022 - 12/2022

- Responded to student comments and queries in a timely and professional manner, resulting in student satisfaction.
- Developed and executed a social media strategy that increased brand awareness among students.
- Contributed to team efforts by assisting with event organization, survey administration, and other tasks as needed.
- Proactively seek out opportunities to improve processes and enhance the overall student experience.

## Education

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### EMEA college of arts and science | Karipur, Kerala

#### Bachelor of Computer Science | 03/2023

## Certificates

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DevTown Certification for completing Bootcamp

## Project

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### Food Ordering System | Project Name: Hungrezy

Developed a food ordering system to order food from home and hotels, reducing wait times and increasing convenience for customers. Managed a team of 3 developers and designers, and used Figma and Canva to design the user interface.

### Tink-Her-Hack | Largest Women's Hackathon

#### Project Name: MediBell

An online booking bot for hospital administration that can remind us to make the reservation and save us time.

## Skills

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HTML5, C++, CSS3, Microsoft Office, Java, GitHub, figma, Basic of Flutter, Web Development, material css, tailwind css