

Jharna Rathod

Date of Birth : 23/12/2001 | **Nationality :** Indian | **Gender :** Female | (+91)6354677014 |
zarnarathod2312@gmail.com | Ahmedabad, Gujarat |

PROFILE SUMMARY

Fresher with a Bachelor's degree in Commerce from the Gujarat University. Strong English speaking and writing skills developed through genuine interest in learning the language and role-playing delegates to Model United Nations. Exceptional at picking up new skills and mastering them. Looking for an opportunity where I can utilize my grip on the language to help enhance image of any brand through content marketing and writing.

PROFILE OF SKILLS

- Troubleshooting skills, good communication skills, Interpersonal skills.
- Gained knowledge about social media marketing and Digital marketing through Google certified course.
- Knowledge about basics of MS office, Canva, Adobe photoshop and content writing tools.

EDUCATION

Bachelor of Commerce

April, 2022.

H.L. College of Commerce, Gujarat University Ahmedabad, Gujarat.

Schooling

March, 2019.

Mukta Jivan High School Ahmedabad,
Gujarat.

HONOURS AND AWARDS

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- Was awarded High Commendation for representing Germany in UNSC of HLCC Model United Nations (2019)
 - Successfully coordinated Mega Placement camp organized by education Department knowledge consortium of Gujarat and Gujarat university. (2021)
 - Was certified by Google for the course of the fundamentals of Digital Marketing. (2021)

EXTRA-CURRICULAR ACTIVITIES

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- Represented political party "Asom Gana Parishad" in AIPPM in HLCC MUN (2021)
 - Represented Deputy chief minister of India, Manish Sisodia in an online Youth Parliament in HLCC MUN (2020)

- Successfully completed Tally course securing grade A . (2020)

LANGUAGE AND SKILLS

Mother tongue(s): Hindi

Other Languages: English and Gujarati

DIGITAL SKILLS:

- Zoom | Facebook | Skype | Instagram | Social Media | Microsoft Office
- Microsoft Excel | Microsoft Word | Microsoft Power point | Microsoft Teams

HOBBIES AND INTERESTS:

- Reading
- Content writing and Marketing.