## SHRUTI S GHARDE

Contact No: 9307235710

Address: Room No. 5, Suryoday Sanga Society, Behind Hari krupa Building,

Parshiwada, Sahar Road, Andheri(East), Mumbai - 400099 Portfolio Link: https://shruti-sangode.github.io/

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## CAREER OBJECTIVE

Extremely motivated to constantly develop my skills and grow professionally. I am confident in my ability to come up with interesting ideas learn new skills and enhance the same for Companies growth and development.

## PROFESSIONAL EXPERIENCE

* **Content Quality Analyst Freelancer** in **Mahendra Technosoft Pvt Ltd**. **February 2020 – March 2022**
* **1 year** of experience in **Digital Elixir Pvt. Ltd** as a **Web Developer. January 2019 – January 2020**
* **2.8 years** of experience in **Sthenic Technologies** as a **Software Developer. April 2016-December 2018**

## TECHNICAL SKILLS

* Analytical skills and Content Tagging
* Search Engine Optimization
* Wordpress, HTML, PHP, Joomla, CSS, Bootstrap
* Microsoft Excel, Powerpoint, Word

Handling Social Media Platforms for our clients by designing posts and strategizing content for multiple social media platforms like Facebook, Instagram, Twitter and LinkedIn.

## WORK EXPERIENCE

### Freelancer Work

* + **Worked on Josh India short video app where have to review 20k videos monthly check the video quality As per company auditing standard.**
  + **Worked on Zilli app - under MI brand where have to review more than 1k videos monthly check the video quality As per company auditing standard.**

### Social Media Platform Designing Rize With Crystalz

**212 Builtmore Hospitality**

Worked for Social Media Platform Designing the Posts by Using Canva.

# Here are links :

<https://www.facebook.com/risewithcrystals> <https://www.instagram.com/rizewithcrystalz/>

<https://www.facebook.com/biltmorehospitalitynagpur/>

### Developed Sites on Wordpress by client requirements

Dizbi

Germanywale

# Here are links :

<https://germanywale.com/> <https://www.dizbi.com/>

### Mahendra TechnoSoft Pvt Ltd — Content Quality Analyst Freelancer

In Xiaomi’s work for ZILI - under MI brand and also worked for Youtube videos.In a team of 100 we check the video quality As per company auditing standard and Google Auditing standard. Per day we review more than 1 lakh videos. We put the appropriate tag for videos. **For example**: MEME: for funny caption videos, Prank for prank videos, Status: For Shayari videos, Special Talent: Talent showing videos. In every month I maintain the quality Parameters usually have less mistakes in my review.

### Digital Elixir Pvt. Ltd — Web Developer

Worked as a web developer on wordpress Integrating themes and wocommerce plugin also worked on site optimising technique.

**Project Name:** Heavenly Riches.

### Sthenic Technologies — Web Developer

Worked as a software developer on wordpress ,cakephp framework and validation. Uploading and Updating files on server and Social Media Integration. Building and maintaining databases.

**Project Name:** Prash Expressions, GB Multicare.

**CERTIFICATION & COURSES**

* Fundamentals of Digital Marketing by Google Digital Unlocked.
* Certified PHP Developer Course from Silicon India, Bangalore.
* Passed Exam 1Z0-051 Oracle Database 11g: SQL Fundamentals I.

## EDUCATIONAL QUALIFICATIONS

* M.C.A from R.T.M.N.U, Nagpur in 2014 with 66.62%.
* B.C.A from SNDT Mumbai University, Nagpur in 2011 with 65.42%.
* H.S.C from Maharashtra State Board, Nagpur in 2008 with 54.67%.
* S.S.C from Maharashtra State Board, Nagpur in 2006 with 67.20%.

## PERSONAL SKILLS

* Adroit at learning new concepts quickly, working well under pressure and communicating ideas clearly and effectively.
* Dedicated and highly ambitious to achieve the organizational as well as personal goals.
* I can join immediately.

## PERSONAL DETAILS

Name : Shruti S. Gharde Husband Name : Sachin P. Gharde Marital Status : Married

Date of Birth : 17th June, 1990

Hobbies : Trekking, Cooking, Music Permanent Address : Room No. 5,

Suryoday Sanga Society, Behind Hari krupa Building,

Parshiwada, Sahar Road, Andheri(East) Mumbai - 400099

Language Known : English, Hindi, Marathi.

I hereby solemnly declare that the information stated above is correct and true to the best of my knowledge and belief.

Date:

Place: Mumbai **(Shruti S. Gharde)**