



SUSHMITHA MONTERO

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Visa Status : Visit Visa – Valid until 30 November 2025

OBJECTIVE

MCA graduate with 1+ year of experience in digital marketing, web hosting operations, UI/UX design, and technical support gained through hands-on industry exposure. Experienced in team coordination and delivering user-focused, impactful results. Highly motivated to contribute to diverse roles in IT, analytics, HR, and digital domains. Open to opportunities in IT, data analysis, HR, design, and digital marketing to drive organizational growth and innovation.

WORK EXPERIENCE

IT Support Engineer | GlowTouch Technologies June 2023 - Nov 2023

- Managed and maintained web hosting environments using cPanel, Plesk Panel and WHM.
- Configured domains, subdomains, and DNS settings.
- Set up and managed databases using MySQL and phpMyAdmin.
- Implemented email accounts and configured email forwarding and autoresponders.

Digital Marketing Executive | DrawMyCareer April 2025 - Sep 2025

- Designed posters and marketing visuals using Canva to enhance brand appeal.
- Assisted in managing social media content and posts, maintaining creativity across platforms.
- Collaborated with the marketing team on digital campaigns, helping to improve brand reach.

INTERNSHIP

UI/UX Design Intern | Pulsecode Technology April 2025 - Sep 2025

- Conducted user research through interviews, surveys, and journey mapping, while ensuring UI consistency across designs.
- Created low- and high-fidelity wireframes and interactive prototypes using Figma, along with detailed design documentation.
- Engaged in the UX design process for a Gamified GPS Driving Experience mobile app focused on promoting safe driving through engaging, user-centered design

EDUCATION

Master of Computer Applications | 8.60 CGPA Jan 2024 - Aug 2025
St Joseph Engineering college, Mangalore

Bachelor of Computer Applications | 7.55 CGPA Aug 2020 - May 2023
St Aloysius college (Autonomous) , Mangalore

ADDITIONAL INFORMATION

- **Technical Skills:** Web Hosting, cPanel, MySQL, SQL, Database Administration, SSL, Website Migration, Microsoft Excel.
- **Design & Digital Skills:** UX/UI Design, Figma, Canva, Digital Marketing, Social Media Analytics.
- **Professional Skills:** CRM, Client Interaction, HR Coordination, Team Support, Process Documentation.
- **Soft Skills:** Effective Verbal & Written Communication, Problem-Solving & Critical Thinking, Leadership & Event Management, Team Collaboration & Coordination.
- **Languages:** English, Hindi.
- **Certifications:** Principles of UI/UX Design, Human Resource Associate Professional Certificate.
- **Awards/Activities:** Led as the Event Head for a National Level IT Fest, overseeing event planning, coordination, and team management. Participated in the 3-month Adversarial Nibbler Research Driven Program to audit AI behavior through prompt-based testing, contributing to ethical AI development.