



VISHAL ATTRI

BACHELOR OF
JOURNALISM AND MASS COMM



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I am seeking opportunities to join a company that can help me in enhancing my skills, strengthening my knowledge and realizing my potential. I am willing to explore wide variety of opportunities that can help me gain perspective.

MAIN INTERESTS

- Motivated Self-Learner
- Journalism
- Management & Leadership Qualities
- Traveling
- Acting
- Dancing
- Fashion & Lifestyle
- Music

EDUCATION

ASIAN SCHOOL OF MEDIA STUDIES, FILM CITY (MARWAH STUDIO) NOIDA.

BACHELOR OF JOURNALISM AND MASS COMMUNICATION (2015-18)

- Participated in Electronic News Gathering (ENG).
- Participated in News Bulletin Production.
- Member, The Literature Club
- Member, The Dance Club

PARTICIPATION IN OTHER ACTIVITIES

- TVC ad shoot for Maruti Suzuki Brand|Omaxe World Street, Faridabad - August 2021
- Participated a Competition Of Corporate Charisma in DDU Collage, Dwarka.-2017
- Participated in 65th NATIONAL FILM AWARDS For Celebrity Management, Vigyan Bhawan, Delhi - 2018

INTERNSHIP

- One month in NEWS1 India (Web Department), Sector4, Noida - Jun 2017.
- One month in INDIA TV (Entertainment Department), Sector85, Noida - Jan 2018.
- One month in INDIA NEWS (Entertainment Department), Sector3, Noida - Feb 2018.

WORK EXPERIENCE

CLIENT SERVICING EXECUTIVE

MATCHBOX VENTURES PVT LTD (BENTO RESORTS)|NOV 2021 - PRESENT

- Back end operations management: Events & Resorts.
- Clients & Customers Relationship Management.
- Worked on Job portals: Naukri.com, LinkedIn regarding Recruitment
- HR job role: Co-ordination with MD & candidates to align and scheduling Interviews, send LOI & Offer Letters, Documents verification, Made Joining Files as per candidates joining.
- Inventory Management in Resorts.
- Team Leader: For Resorts Teams (Operations, F&B, Reception, Housekeeping) etc.
- Rooms & Sales Management.
- Reports: Daily Bills, Weekly Expenses, Monthly Sales.

MEDIA ANALYST

WIPRO(WESTERN INDIA PRODUCTS)|JUNE 2018 - NOV 2021

- Analyzing media content in the form of print, online and broadcast content for high profile customers like the British Parliament.
- Writing content in the form of article summaries to provide mass information in brief for client usage.
- Effectively planning content workflow to meet strict deadlines and make sure the content is delivered on time.

PERSONAL INFORMATION

GENDER : MALE
MARITAL STATUS : UNMARRIED
NATIONALITY : INDIAN
LANGUAGE : HINDI, ENGLISH

PERMANENT ADDRESS:-
VILL-GHANDHIR, DISTT
BILASPUR, HIMACHAL
PRADESH-174029