Aarti Meharchandani

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**EDUCATION**

**UNIVERSITY OF BIRMINGHAM** Birmingham, UK

UX & Front-End Development Expected April 2023

Cumulative GPA: 98.2%

Relevant Coursework: React, JavaScript, User Interface Design; Algorithms; Responsive Web Design, API

**MIDDLESEX UNIVERSITY** Birmingham, UK

Bachelor of Business Administration; Major in Project Management Jan 2015 - Aug 2017

Cumulative GPA: 2:2

Relevant Coursework: Financial Aspects of Business, Marketing theory & Practice, Operations Management

**WORK EXPERIENCE**

**PULL THE PIN OUT PRODUCTIONS** London, UK

Assistant Production Coordinator Oct 2021 – Dec 2021

* Coordinated with 70+ crew professionals and supported the production team with efficient administration involving and liaising with event venues, supporting the lighting department and tour management.
* Managing call sheet and accreditation at the venues, checking on-site paperwork for all on arrival to the location &managing health and safety for the crew and event shows.

**FULCRUM INFRASTRUCTURE GROUP**  London, UK

Sales and Marketing Administrator Jun 2021 – Sep 2021

* Overall responsibility for a block of 153 rooms, producing marketing manuals, executing & designing brand strategy. Collaborated with the team to redesign the company website.
* Designing awareness materials such as residential brochures and student welcome packs and tracking sales data. Created marketing and sales performance reports using Excel and Power point.

**PROJECTS**

[**PASSWORD GENERATOR**](https://aartimehar.github.io/Intermediate-JavaScript-Password-Generator/) Jan 2023

* Created an app that runs in the browser and features dynamically updated HTML and CSS, all powered by JavaScript code. It is responsive, ensuring that it adapts to multiple screen sizes.

[**QUIZ APP**](https://aartimehar.github.io/ubbc-code-quiz-lesson/index.html) Jan 2023

* Created quiz app using JavaScript, it has questions based on the quiz timer and high scores.

**CLUB MEMEBERSHIPS**

**ENCODE CLUB** Remote

Community member Feb 2023

* Encode is a web3 education community. As a community member, I have actively participated in promoting learning, engagement and community development.
* Currently enrolled to Web3 Bootcamps to learn programming languages and discover machine learning.

**RUGBY TENNIS CLUB** Rugby, UK

Member Nov 2022 – Present

* Participating in sports as a community member has led me to develop important life skills such as teamwork and leadership.

**ADDITIONAL**

Technical Skills: React, Bootstrap, Tailwind, REST APIs, Git, Node.js, HTML/CSS, JavaScript.

Fluent in English; Conversational Proficiency in Hindi.

Certifications & Training: Online Course in Front-End Web development, SEO & Digital Marketing