

Siddhi Khanna

📍 Kota, India ✉ siddhikhanna2503@gmail.com ☎ 7732884866

EDUCATION

10/2021	B.tech in Computer Science , Govt. women Engineering College, Ajmer
06/2016	Class 12th , Kendriya Vidyalaya
06/2014	Class 10th , Kendriya Vidyalaya

SKILLS

Professional Skills

Communication Skills, Time Management, Teamwork, Patience, Flexibility, Interpersonal Skills, Organization, Confidentiality, Adaptability, Problem Solving, HR analytics skills, Decision making skills, Training and development Skills, Empathetic Skills

Technical Skills

MS Excel, MS Outlook, PowerPoint, Risk management, Java, C, C++, Html, JavaScript

Marketing Skills

Content, Email, SEM, SEO, Social Media

CERTIFICATES

- Certificate in Digital Marketing
- Certification in HR Operations
- Certification in Powerful Speaking

POSITION OF RESPONSIBILITY

Worked as a Public Relations head in Organizing Committee in Epistemico - 2020

(Annual cultural Fest)

Worked as a Public Relations Team Member in Epistemico - 2019

(Annual Cultural Fest)

Head of Various Sport Events

(Taksh - 2020)