

Amrita Ranjan

+91-9102204059

amrita0ranjan000@gmail.com

in linkedin.com/in/amritaranjan

amritaranjan.in

Summary

Results-driven English graduate with experience in content creation, journalism, event coordination, and digital marketing. Skilled in SEO writing, strategic communication, and stakeholder management using WordPress and CRM tools. Seeking roles in content strategy, PR, or digital media to deliver creative and analytical impact.

Skills

Content: SEO Writing, Article Research, WordPress, Mathematics Subject Matter Expertise

Marketing: Lead Generation, Branding, Competitor Analysis, Campaign Strategy

Event & PR: Event Planning, Coordination, Public Relations, Sponsorship Outreach

Tools: MS Office, CRM Software, Google Docs, Canva

Communication: Strategic Messaging, Public Speaking, Cross-functional Collaboration

Research: Trend Analysis, News Writing, Social & Political Reporting

Experience

Times Internet (Economic Times)

Oct 2023 – Mar 2024

Event Coordinator, Noida

- Identified and evaluated 100+ potential sponsors aligned with business objectives.
- Managed relationships with 20+ partners through structured communication.
- Maintained sponsor, vendor, and attendee databases to ensure smooth execution.

Infortis Worldwide

Jul 2022 – Sep 2023

Marketing Intern, Remote

- Conducted market research and competitor analysis to identify growth opportunities.
- Supported lead generation and outreach initiatives to improve engagement.
- Coordinated with cross-functional teams across 5+ marketing channels.

Eduteria.live

Jul 2022

Subject Matter Expert (Mathematics), New Delhi

- Delivered 1500+ high-quality mathematics questions within strict deadlines.
- Recognized for accuracy, clarity, and consistency of content.
- Conducted live doubt-solving sessions impacting 130+ SSC aspirants.

Testbook.com

Jan 2021 – Jul 2022

Subject Matter Expert (Mathematics), New Delhi

- Developed 500+ mathematics questions for competitive examinations.
- Recognized internally for subject expertise and content reliability.

Education

Dyal Singh College, University of Delhi

Jun 2023

Bachelor of Arts (English Hons.)

CGPA: 6.75

- R&D Head, Training and Placement Cell.
- Subject Matter Expert (Mathematics) – Testbook.com, Eduteria.live

SL DAV Public School, Khagaria

Apr 2020

Senior Secondary (XII)

84%

Rose Bud Academy, Khagaria

Apr 2018

Secondary (X)

70%