

## EDUCATION

### B.Tech

Medicaps Institute of Science & Technology

2020 - 2024

## INTERNSHIPS

### Sub-Head Of Branding

Metvy, Virtual

May 2022 - Present

1. Performing research on current trends, designing and implementing social media strategy, Monitor SEO and web traffic matrices.
2. Responsible for growth and brand development of Metvy.
3. Closely working with Founder and Co-Founder of the company.

### Content Writing

Sopify, Virtual

Mar 2022 - Present

1. Wrote different Formal letters, applications, Statement of Purposes, Scholarship Appeal for students.
2. Drafted messages and e-mail invite/letters.
3. Also drafted CVs and Resumes.

### Web Development

LetsGrowMore, Virtual

Jan 2022 - Feb 2022

1. Worked on different web development projects (like Student Result Management System, E-commerce website, Student Enrollment form, Created Web-app using create-react-app, Calculator, To-do list)
2. Did Peer Evaluation
3. Wrote blog about Web dev.

### Graphic Designer

Litchowk - India's First Socio-cultural Festival, Indore

Nov 2021 - Dec 2021

1. Designed posters, banners, reel, etc.
2. Designed pre-event, post-event posters, posts, stories.
3. Led the Graphics Team - Litchowk.
4. Designed graphics for website.

### Team Leader

Younity.in, Virtual

Jul 2021 - Jul 2021

1. Led a team of 100+ Business Development interns of different colleges of India.
2. Worked on the sales funnel of the company.
3. Generated Revenue for the company.

### Human Resources And Outreach Intern (H&O)

Vividhataa Diversity Hiring Consultants, Virtual

Jun 2021 - Sep 2021

1. Conducted and Organized India's Virtual Diversity Job Fair, to provide jobs to more than 750+ Diverse Candidates.
2. Led Major Outreach Department for the Job Fair.
3. Screening CVs, Interview callings, Evaluating candidates.
4. Used TimesJobs.

### **Human Resources (HR)**

The Sparks Foundation, Virtual

Apr 2021 - Apr 2021

1. Surveying and writing HR and Recruitment related data.
2. Teamwork strategies and Building team.
3. Preparing and Presenting presentations related to HR and Recruitment.
4. I have done peer- evaluation.

### **Sales And Marketing Intern**

Younity.in, Virtual

Mar 2021 - Apr 2021

1. I was promoted to POC.
2. I have generated leads worth more than 20000 Rupees.
3. I have learnt and experienced negotiation, sales and marketing skills.
4. Worked in Various departments, including Human Resources, Data Management and Branding.

## **POSITIONS OF RESPONSIBILITY**

Led a team of 100 interns (50 interns of Sales and Marketing + 50 interns of Business Development and Research) when I was a Team Leader in Younity.in, and generated a sales of more than 25k.

I am Head of Music Department, Cultural Club, Medi-Caps University. The Music Department of Cultural Club and the Music Band of our college is headed by me.

I have Led, co-ordinated, helped interns of my internship in The Sparks foundation and in Younity.in as well

## **TRAININGS**

### **Graphic Designing(Training)**

Younity.in, Online

May 2021 - Present

### **Content Writing (With Training)**

Younity.in, Online

May 2021 - Jun 2021

### **Graphic Designing**

Younity.in, Online

Apr 2021 - Present

## **SKILLS**

### **MS-PowerPoint**

Advanced

### **MS-Excel**

Intermediate

### **MS-Word**

Advanced

### **HTML**

Advanced

**CSS**

Advanced

**Adobe Photoshop**

Intermediate

**C++ Programming**

Advanced

**Cloud Computing**

Beginner

**Event Management**

Intermediate

**jQuery**

Intermediate

**ReactJS**

Beginner

**SQL**

Intermediate

**Adobe Illustrator**

Intermediate

**C Programming**

Advanced

**Music**

Advanced

**Google Cloud Computing**

Intermediate

**JavaScript**

Intermediate

**Vue Js**

Beginner

**Amazon Web Services (AWS)**

Intermediate

**WORK SAMPLES****Other portfolio link**<https://www.linkedin.com/in/aviral-jain-313415208>**Blog link**<https://aviraljn1512.medium.com/>**ADDITIONAL DETAILS**

I have done HR Internship at The Sparks foundation, Sales and Marketing Internship at younity.in, Campus Ambassador Internship at IMUN