


# SHAILESH MISHRA

shaileshm793@gmail.com |  
(+91) 7800088710

 <https://shailesh-mishra.medium.com/>

 [/shaileshm793](#)

## SKILLS

### Writing and Editing:

- Excellent command of grammar and punctuation
- Creative writing
- Copywriting
- Proofreading
- SEO writing

### Research :

- In-depth research skills
- Fact-checking

### Technical Skills:

- Proficiency in MS Office (Word, Excel, PowerPoint)
- Familiarity with content management systems (e.g., WordPress)

### SEO and Analytics:

- Keyword research and optimization
- Understanding of Google Analytics

### Digital Marketing:

- Social media management
- Email marketing

---

## PORTFOLIO

### Online Portfolio:

- [Check out my portfolio!](#)

---

## EDUCATION

### 12th Grade (Science Stream)

- Board: Uttar Pradesh Board of Secondary Education (UP Board)

Year of Completion:2024

### 10th Grade

- Board: Uttar Pradesh Board of Secondary Education (UP Board)

Year of Completion:2022