

MITALI SHARMA

Content Creator

 9166575171

 smitali691@gmail.com

Who am I?

- Dedicated and detail-oriented Content writer and developer with more than 2 year of experience of job
- Experience of various exams at Union and State level.
- Use my knowledge and skills for the institution I work with not only in my department but also have ideas of better functioning of other departments as well.
- Honest, punctual, team player, also team leader.

EDUCATION

Post Graduation in M.A, Economics
University of Rajasthan

Graduation in B .Com (Hons) EAFM
University Maharani College
Jaipur

Schooling: CBSE (Subodh Public school,
Rambagh)
Class XII, commerce maths with 92.8%
Class X, with 87.4%

ACHIEVEMENTS

- Offered Teaching at Ecoholics
- Cleared UPSC CDS 2021 written exam and appeared for 21 SSB Bhopal in course SSCW-NT29
- Got interview call letter from BHU FOR MA in economics.
- University Position 7 in my Graduation 1st Year

SOFT SKILLS:

- Observant
- Critical thinking
- Decision making
- Communication
- Multi-tasking with efficiency
- Values Time
- Curious to learn
- Open to feedback

EXAMS APPEARED

- UPSC : CSE, CDS, CAPF (AC)
- RPSC: RAS, EO/RO
- CSIR CASE
- AFCAT
- UGC NET
- RBI Grade B

WORK EXPERIENCE

2022 June (part time)- Present (part time)

- **Started as Academic Executive**
- **Promoted to Senior Academic Content Creator in 2023**

ECOHOLICS

- Making Scripts for Youtube Videos
- Writing Blogs on economics as well anything which relates to economics
- Writing Instagram newsbyte carousels
- Making mock tests for various exams like Indian Economic Services, UPSC Economics Optional, RBI DEPR, GATE, SEBI, UGC NET, IIT-JAM, MA Entrance (economics) etc
- Course brochures
- Working on Canva sometimes
- Answering queries asked by students
- Proof Reading and reviewing RBI, CUET, IES study material, content updation on website
- Supervising checking and finalizing the relevancy of content
- Making data driven post content
- Worked on monthly current affairs magazine
- Made strategy PDFs of various exams like RBI Grade B, DEPR, UGC NET, etc.

2024 march (part time)

- **At Shubhra Ranjan IAS study center Jaipur**
- **Started as Senior content developer for RAS**

SHUBHRA RANJAN IAS STUDY CENTER, JAIPUR

- Made RAS Mains mock tests
- Prepared daily news
- Guided in designing daily news
- Monthly current affairs magazine
- Worked for growing RAS sphere on social media

Actions speak louder than words

- News that I choose sometimes was covered later in Sujas, we were the first to cover some news on our instagram
- Unique approach and dots connection for news.
- I connected Women's day with Mahashivratri via Ardhnarishwar : Best post.
- Always delivered content in advance, even before deadlines.
- Feedback on RAS mains test papers were positive.