SHAFIA KHALID

E-Mail: shafia.khalid28@gmail.com

Contact no.: +91 8960782935

CAREER OBJECTIVE: Seeking remote job in a reputed company.

WORK EXPERIECNE- 5 years

Content writer, Barrownz Groups Pvt. Ltd, Lucknow, India, 2020- February, 2023

Content writer, Confounding Solutions Pvt. Ltd, Lucknow, India, 2020

Academic content writer, Centurion Defence Academy, Lucknow, India, 2019- 2020

Content writer, Udiyaman Foundation, Lucknow, India, 2018- 2019

Assistant Professor of English Literature and Language, Karamat Degree College, Lucknow, India, 2018- 2019

EDUCATIONAL CREDENTIALS:

M.A in English, Isabella Thoburn College, Lucknow, India, 2016- 2018

B.A in English and Economics, Isabella Thoburn College, Lucknow, India, 2013-2016

Intermediate (12th grade), Spring Dale College, Lucknow, India, 2013

High School (10th grade), Spring Dale College, Lucknow, India, 2011

CERTIFICATE COURSE

Strategy of Content Marketing, University of California, Davis, 2021

SKILLS:

* Excellent communication and interpersonal skills
* Proficient in English language
* Management and organizational ability
* Excellent command over typing
* Skilled at writing, editing, research
* Responsible professional with ability to deliver results individually and as a team player
* Highly motivated, optimistic in thought, and innovative in approach
* Hardworking, disciplined and passionate about welfare of society

ACHIEVEMENTS

* Won Marjorie Dimmit Award in graduation at Isabella Thoburn College.
* Organized various academic and social events at Isabella Thoburn College
* Active participant in cultural and literary activities at school and college level
* Member of Student Government Association (SGA) in college.

INTERESTS

* Creative writing
* Organizing and managing events
* Reading
* Engaging in art and craft activities

PERSONAL DETAILS

Nationality: Indian

Sex: Female

Date of birth: May 28, 1995

Languages: English and Hindi