

PRASANA KUMAR MOHAPATRA

CONTACT



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.com



www.reallygreatsite.com

STUDENT

EDUCATION

K.C.PUBLIC SCHOOL

X, XI & XII

NIST University

Bachelor of Technology
(2024-2028)

SUMMARY

Executive assistant with ten years of experience optimizing efficiency, productivity, and service quality across multiple environments. Reliable support specialist that blends advanced organizational, technical, and business acumen.

WORK EXPERIENCE

VIDEO EDITOR

Know how to use Capcut.

- Mobile videography, Color grading, Video Enhancing.
- Photography and editing using Lightroom.

SKILLS

Time management

Communication skills

Can speak 4 languages [Odia, Hindi
English and Spanish]

Calendar management

Videography/Cinematography