

# PRASANA KUMAR MOHAPATRA

## CONTACT

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 www.reallygreatsite.com

## 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.

## STUDENT

## EDUCATION

### K.C.PUBLIC SCHOOL

X, XI & XII

### NIST University

Bachelor of Technology  
( 2024-2028 )

## 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