

DEEPAK KAPOOR

+91-93069-20667 | kapoordeepak636@gmail.com
Yamunanagar Haryana ,135001

Profile Summary

Creative and detail-oriented BCA student with experience in video editing, photo editing, and data entry. Proficient in Adobe Premiere Pro, Filmora, CapCut, CorelDRAW, and Photoshop. Skilled in document handling, data formatting, and digital record keeping. Always eager to learn new tools and take on challenging projects to grow professionally.

Technical & Creative Skills

Editing Skills

- Video Editing: Adobe Premiere Pro, Wondershare Filmora, CapCut
- Photo Editing: CorelDRAW, Adobe Photoshop

Data Entry & Documentation

- Software: Word, Excel, Google Sheets
- Skills: Fast & accurate typing, data formatting, file management,

PROJECT

Video Editing Projects

- Social Media Reels & Shorts: Edited engaging short videos for Instagram and YouTube using Filmora and CapCut with transitions, music syncing, and effects.
- Event Promo Videos: Created promotional videos for college events and workshops using Adobe Premiere Pro.
- Photo Slideshow Presentations: Designed visually appealing photo-based slideshows for academic and personal events with background music and motion effects.

Data Entry & Documentation

- Student Record Entry: Managed structured student data using Excel and Google Sheets, ensuring accuracy and consistency.
- Document Formatting: Formatted and organized academic reports, certificates, and official letters using Word.
- Inventory & Task Tracking: Created and maintained basic inventory sheets and to-do trackers with formulas for totals and automated status updates.

EDUCATION

Bachelor of Computer Application
Kurukshetra University
2023-2026

Senior Secondary Education 89%
HBSE
2022-2023

Secondary Education 98%
HBSE
2021-2022

SOFT SKILLS

Critical Thinking
Problem Solving
Time Management
Leadership Quality