

HIMANSHI DALAL

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#21, Jamuna Enclave
Zirakpur, Mohali 140603

CAREER OBJECTIVE

Aspiring content writer with 6 months + of experience in blog writing, web pages content creation, article composition, and news writing. Eager to contribute creativity, attention to detail, and a passion for engaging content to a dynamic team.

WORK EXPERIENCE

Content Writer
Mint Softech

21th Dec 2023 – Present
Zirakpur

- Produced compelling and informative blog posts, meeting established deadlines.
- Authored articles covering a range of topics, demonstrating versatility in writing style.
- Drafted news pieces with a focus on accuracy, relevance, and reader engagement.
- Proficient in crafting engaging and SEO – friendly blog posts, web content, articles, and news piece.
- Strong research skills to ensure accurate and informative content.
- Excellent command of English language with a keen eye for grammar and syntax.
- Ability to meet deadlines and work efficiently in a fast - paced environment.

Digital Marketing Intern
YouNedia

05th Nov 2023 – 20th Dec 2023
Mohali

- Completed thorough research into assigned topics and wrote engaging, error free and optimized content for the websites.
- Research and wrote content for social media post and story.
- Handled various client social media accounts for more engagements.
- Designed various Social Media post in Canva.
- Assisted in crafting blog content and articles under the guidance of senior writers.
- Conducted researches for various topic to ensure content accuracy and depth.
- Contributed ideas during team brainstorming sessions to enhance overall content quality.

EDUCATION

Master of Commerce Kurukshetra University DDE	Result Awaited
Bachelor of Commerce Kurukshetra University	2020
12th Indian Certificate of Secondary Education	2015
10th Indian Certificate of Secondary Education	2013

CERTIFICATIONS

Haryana State Certificate in Information Technology (HS-CIT)	July 2017 – Sept 2017
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SKILLS

- Article Writing
- News Writing
- Blog Writing
- Web Content Writing
- Proofreading
- Editing
- Deadline Management

LANGUAGE

Hindi: Native Language

English: Intermediate Listener, Advanced Reading, and Writing

OTHER

- Badminton
- Listening Music
- Travelling