

PLAKSHA SHARMA

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SUMMARY

Resourceful and detail-oriented Computer Science Engineering student with hands-on experience in technical content creation, editing, and digital education. Proven ability to simplify complex technologies like blockchain and AI for public platforms. Led editorial documentation for IEEE events, self-published explanatory tech articles, and designed digital learning material for public platforms. Published researcher, nonprofit founder, and creator of an emerging tech explainer series.

EXPERIENCE

Secretary & Treasurer, IEEE SB MIET

Nov 2023 - Dec 2024

- Created, edited, and published meeting minutes (MOMs) for all club activities across the year.
- Maintained consistency in format, language, and tone across documents and internal communication.
- Collaborated with stakeholders to ensure clarity and accuracy of event reports.
- Analyzed social media content and LinkedIn data to refine post-event documentation and visibility.

Content Creator, Bits of Tomorrow Series

April 2025 - Present

- Wrote and edited a multi-episode YouTube explainer series demystifying AI Swarm Economies, multi-agent systems, and Web3 principles.
- Focused on engaging educational tone, simplifying jargon, and maintaining consistency across episodes.
- Designed scripts with fun facts, quizzes, and educational storytelling to boost learner engagement.
- Focused on clarity, structure, and learner engagement strategies.
- Maintained consistent formatting and branding across episodes and series documents.

Technical Author (Independent)

2024 - Present

- Authored several self-edited technical articles on blockchain, AI, and multitenancy, showcasing ability to break down abstract topics into accessible content.
- Published research on AI and education accessibility on IEEE Xplore
- Structured technical explanations for clarity, logical flow, and accessibility.
- Edited for consistency in terminology, tone, and grammar across platforms.

EDUCATION

Bachelor of Technology in Computer Science Engineering

Nov 2022 - Present

Model Institute of Engineering and Technology

- Specialization in Artificial Intelligence and Machine Learning.

Senior Secondary Education

May 2020 - April 2021

Wazir Janki Nath Memorial Higher Secondary School

- Grade : 95.8%

VOLUNTEERING EXPERIENCE

Secretary, IEEE SB MIET

Jan 2024 - Dec 2024

- Coordinated and scheduled meetings and conferences with internal and external stakeholders, reducing scheduling conflicts by 65%.
- Prepared and distributed meeting agendas, minutes, and other materials, improving meeting efficiency by 35%.
- Developed comprehensive reports, enhancing communication and decision-making processes by 50%.

Public Representative & Treasurer, IEEE SB MIET

Jan 2023 - Dec 2023

- Strengthened community ties and advocated for constituents' needs, resulting in a 40% increase in community engagement.
- Ensured transparent financial management and regulatory compliance, reducing financial discrepancies by 15%.
- Optimized resource allocation for impactful community projects, leading to a 50% increase in project completion rates.

Founder & CEO, NAT

July 2023 - Present

- Founded and led a tech-focused nonprofit for wildlife conservation and environmental sustainability.
- Managed budgets, teams, and program evaluations to maximize resources for conservation, leading to a 30% increase in project success rates.
- Designing and launching organization's website to facilitate outreach and communication efforts.

SKILLS

- Language & Writing:** English fluency, grammar, proofreading, script writing
- Editorial Tools:** MS Word, PowerPoint, Excel, Google Docs
- Content Structuring:** Clarity editing, flow improvement, visual formatting
- Soft Skills:** Time management, communication, attention to detail, collaboration

INTERESTS

- Content design
- Simplifying complex concepts
- Educational storytelling
- Youth empowerment through upskilling