Hrishikesh Ashtaputre

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Summary

I'm currently working as the Head of Operations at The Journey Phase, an ed-tech start-up. I oversee a team of 25 members across 2 departments including Marketing and Internal Operations while personally strategizing the business with the CEO. I've worked at Sport Circle, a sports media start-up as a Content Developer, having developed content and interviewed multiple athletes during my 6 month internship period. I'm working on a venture in the education space, involving creating an alternative curriculum of commerce education for high-school students.

I possess exemplary content writing skills, and I'm proficient with MS Excel and MS PowerPoint. I consider communication to be my strong suit, having refined business communication at my previous and current organization.

I'm a highly committed individual, with extensive experience of leadership positions during my high-school, having successfully managed teams of 30+ during my time as a House Captain, and the Captain of various School and District Table Tennis Teams.

As a business student, the areas of Marketing, Entrepreneurship and Business Development pique my interest, and I plan to further my command over these domains. I'm a multitasking, dedicated student willing to take up responsibilities and effectively fulfill them.

Experience

Head of Operations

The Journey Phase

Jan 2023 - Present (3 months)

1) Leading a team of 25 members across 2 departments
2) Formulating growth strategies and product development with the CEO
3) Developing content for the company's website and social media handles in the form of articles, copywriting and Canva posts

Administration Member

Zephyrus Festival 22-23

Nov 2022 - Present (5 months)

1) Worked with MS Excel to manage a fest of about 100 participants across 6 events and 3 days
2) Reached out to 15+ institutions and converted 5 as participants in the fest, further maintaining formal communication with them.

Public Relations Associate

E-Cell & Skill Hub, St. Xavier's College, Mumbai

Oct 2022 - Present (6 months)

1) Worked on PR events for the E-Cell, developing events and strategies to increase traction for our competitions.

2) Developed Social Media marketing campaigns to improve the E-Cell's presence online

Operations Intern
The Journey Phase
Nov 2022 - Jan 2023 (3 months)
1) Managed a team of 5 and coordinated their efforts to optimise the company's Operations,
2) Drafted and built content for the company's YT videos, Website and Social Media handles,
3) Strategized new programmes, their pricing and content with the Core of the company.
4) Worked with MS Excel to create Project Reports using Data Validation

Intern-Content Developer
SportCircle
May 2021 - Oct 2021 (6 months)
1) Researched upon and authored multiple articles about the Indian Sporting Space and World Football for the SportCircle website.
2) Reached out to Indian athletes and interviewed the likes of Suyash Jadhav, Chirag Shetty and Shrikant Jadhav.
3) Garnered significant experience in the Sports Marketing and Media space.

Human Resources Intern
Oct 2020 - May 2021 (8 months)
Brought 70 leads from the campus, and several others through Social Media.
Handled an Excel Database through which I conducted about 200 interviews in a month, hiring candidates for various departments.

Education

St. Xavier's College
Bachelor of Management Studies , Business Administration and Management, General
Aug 2022 - Aug 2025

Nath Valley School
Class XII, Business/Commerce, General
2010 - 2022

Licenses & Certifications

Sports Marketing - Northwestern University

Football Video and Tactical Analysis - Mad About Sports

Marketing Strategy: SEO Content Writing - LinkedIn

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Skills

Management • Analytical Skills • Cold Calling • Email Marketing • Teamwork • Quora • Content Management • Content Development • Content Strategy • Operations Management