

WORK EXPERIENCE

Graphic Designer - Intern

Physifit

07/2022 - 10/2022

Achievements/Tasks

- Created posts for social media (Instagram/ Facebook) .
- Worked on web page designs.
- Handling the social media accounts.

Senior Business and Operations Executive

Guftgu

09/2021 - 06/2022

Noida, India

Achievements/Tasks

- Managing the onboarding of the clients.
- Managing day to day operations.
- Researched for prospective clients.
- Operated over Excel for sorting clients of various of various sectors.
- Established first person contact with clients pitching the platform

Digital Marketing - Intern

9eye

08/2020 - 09/2020

Delhi, India

Achievements/Tasks

- Implemented Off-Page Search Engine Optimization for its website.
- Content writing with respect to optimization of search results.
- Worked with the graphic team for the optimization of social media accounts.

Intern

State Forensic Laboratory

12/2018 - 01/2019

Achievements/Tasks

- Worked in the Ballistics department on samples (bullets, cartridges) such as monitoring the physical impact on them along with figuring out the source.
- Monitored various kinds of processes (distillation and testing) in Toxicology department.

EDUCATION

B.Sc Honours (Forensic Science)

Amity University, Noida

08/2017 - 12/2020

CGPA - 6.87

SKILLS

Figma

Adobe XD

Adobe Photoshop Express

Canva

Adobe Illustrator

Microsoft Office

Communication - Business English

PERSONAL PROJECTS

Behance Portfolio [↗](#)

CERTIFICATES

Google Digital Marketing [↗](#)

Search Engine Optimization Fundamentals - Coursera [↗](#)

Introduction to Search Engine Optimization - Coursera [↗](#)

Optimizing a Website For Search - Coursera [↗](#)

Foundations of User Experience (UX) Design - Coursera [↗](#)

Start the UX Design Process - Coursera [↗](#)

Build Wireframes and Low Fidelity Design Process - Coursera [↗](#)

Get Started with Adobe Illustrator - Coursera [↗](#)

Inbound Social Media Strategy (SMM) - Hubspot [↗](#)

LANGUAGES

English

Native or Bilingual Proficiency

Hindi

Native or Bilingual Proficiency

Spanish

Elementary Proficiency

INTERESTS

Travelling

Badminton