

Ritika Gupta

CONTENT PROFESSIONAL / MANAGER

Experience: 6+ Years

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References:
+91-9654493933
Ms Renu Gupta, Owner, IHI Trust
+91-8470089700
Bhavya Singal, Founder, Desi ChalChitra



FULL-TIME EXPERIENCE

Content Manager

PR Signal - WFH
January 2023 - May 2023

Script Writer

Ascogent - WFH
September 2022 - December 2022

Content Lead

Prithu Homes - Hybrid
February 2022 - May 2022

HoD (Blogs/Content) & Editor

Desi ChalChitra - WFO
February 2020 - December 2021



FREELANCE PROJECTS

Deadlinepost Media Pvt. Ltd. / Content Creator & Developer
Associated Since April 2023

AAFT-Online / Creative (Script) Writer
Associated Since Jan 2022

Whispers From Eternity Films Private Limited / Script Writer
Associated Since October 2020

EduCBA / Article Writer
December 2022 - March 2023

Disha Publications / Fiction Writer
June 2022 - September 2022

Football Delhi / Proofreader
December 2019

AptoHR / Web Content Writer
2017-2018

Book Re-writer & Editor for "Can A Wild Heart Be Broken?" by
Jay Dev Parmar.

Content & Instagram Manager for @writers_together and Ankit S
Maharishi.



EDUCATION

BA (Hons) English Literature - CBCS

Shyama Prasad Mukherjee College, Delhi
University / 2016 - 2019
II Division / 5.93 CGPA

Humanities - CBSE

Ganga International School
XI - 2012 - 2014 / 9.8CGPA
XII - 2014 - 2016 / 87% ~ English- 95 / 100



VOLUNTEER

Content Editor

July 2017
Edited a research paper along with a student
pursuing fashion design about the rapidly
vanishing tribe of Rung Bhotiya. The paper was
encouraged by panel and mentors to be further
sent to the Government of Uttarakhand.

Website & Content Manager

January 2017 - Present
Designing, Writing, and Managing the Website
of Indian Hobby Ideas, a Registered Trust by
Government of NCT of Delhi.



INTERNSHIP

Trekmunk Private Limited / Content Writer
2019
Duration: 3 Months



ONLINE COURSES

Writing & Freelancing (Workshop)
- Taught by CEO & TTT Co-founder, Anuj
Gosalia

Adobe Photoshop & Adobe After Effects
- Taught by BCI Founder, CGI Tutor/Mentor:
Shuprobho Das

Achievements

MILESTONES

- Success of the movie 'The Divine Romance' garnered 7.5mn views on Disney+Hotstar, Florence Film Awards and London Film Awards in 2022, and 8.4/10 rating on IMDb.
- Trained 45+ aspiring writers and bloggers.
- Featured as a Guest Writer on Websites: Twisted Fitness, Life As A Human, Mirakee, Scribbled Stories.
- Invited by the Literary Society of Shaheed Rajguru College of Applied Sciences for Women for a Talk Session, MUKHATIB, in Quintessence'19 (31 January 2019).
- Produced, self-published and marketed 'Black' an e-book of 11-pages (a short-story) that made 30+ sales.
- Published debut book, 'Prismatic Emotions' on 3 March 2018. Featured for the same on various websites like Youth Ki Awaaz. 4.67/5 ratings on Goodreads.
- Won Caption Writing Competition at Varchasva Media Academic Fest 2018, organized by Tecnia Institute of Advanced Studies.
- Established (later, closed) my own official website, www.ritikapeace.com.

ACHIEVEMENTS & CERTIFICATES

COLLEGE

- Received the Certificate of Recognition for my creativity and resourcefulness during graduation (24 April 2019).
- Participation Certificate for participating in the Shakespeare Society of Indian National Drama (February 2018).
- Participation Certificate for participating in an inter-college Campus Diaries- A short film-making competition, as an actor (February 2016).
- Participation Certificate for participating in an inter-college Slam Poetry Competition (2016).

SCHOOL

- Received Certificate of Honor for participating in All India 3rd Korea-India Friendship Essay Competition in 2015.
- Received Certificate of Excellence in Academics for occupying 3rd Position in Class-XI.
- Received Certificate of Excellence for contributing to School's Monthly Newsletter, "Akashganga" (2013-14).
- Occupied second position for contributing to the "Pearls Of Wisdom" Volume-10 (2013-14)
- Received Certificate of Participation for 3rd SOF-International English Olympiad held in January 2013.
- Received Merit Certificate for remarkable contribution to the school's book of motivating thoughts "Pearls of Wisdom" Volume-9 (2012-2013).

OTHERS

- Received Certificate of Merit for participating in WingWord Poetry Competition organized by Delhi Poetry Society's in 2018.
- Opted for basic coaching from Delhi Collage of Arts for Fine Arts.
- Assisted in Neha Kala Lok Creative Trust (Registered by Govt. of NCT, Delhi) Creative Activities on SWACHATA MISSION, in Krishi Vihar, on 26 May 2017.
- Received Participation Award for participating in Nityanjali, an annual dance function program by Kala Gram.
- Wrote around 2000+ poems, a dozen stories, around 100+ blogs and thousands of quotes (between 2016-2021).

SKILLS & INTERESTS

ACQUIRED SKILLS (Other Than Most Writing Types / Forms)

- Stages of Editing, Rewriting, Modification
- Marketing (E-mail, Copy, Social Media, Newsletters)
- Content Branding (Blogs and Media)
- Entrepreneurial, Leadership, HR, PR Skills
- Google- Docs, Sheets, Forms, Drive, Mail, Photos
- Microsoft (MS) Office - Docs, Sheets
- AdobePhotoshop, AfterEffects (Basic), Canva, Photoscape
- Intelligent use of AI Tools, Plagiarism Checkers, Applications
- Developing and Maintaing Content Calenders
- Organizing & Hosting Online Meets (Google / Zoom)
- Translation, Transcriptions
- Expertise In Multiple Niche & Digital Marketing (SM)

LEARNED

- Translations (Hindi to English and Vice-versa)
- UI / UX (Basic)
- Theatre & Acting ("just for fun")
- Lives, Camera Presence, Podcasts
- Fine Arts
- Dance: Bharatanatyama (from Kala Gram)
- Kathak, Hip-hop, Contemporary, Odissi
- Abacus (from ICMAS)
- Poetry Writing (English and Hindi)
- Lyric Writing (Wrote A Dozen Songs)
- Fiction Writing, Story Telling

KYUN KI, "RAASTE KI PARWAH KAROONGA TOH MANZIL BURA MAAN JAYEGI"
-SHOAIB KHAN