

EDUCATION

Bachelor of Science (B.Sc), Zoology Hons

Hansraj College

2021 - 2024

WORK EXPERIENCE

Associate Content Writer

Freelance, Virtual

Job • Jun 2023 - Sep 2023 (3 months)

I've worked as a freelance content writer for a startup company. My key responsibilities were writing blog posts and article's for their website. Writing content gave me a strong knowledge and hands on experience in SEO optimization

Graphic Design

Freelance, Virtual

Internship • May 2023 - Jun 2023 (1 month)

I've worked as a freelance graphic designer and created brand logo designs and engaging social media posts. This helped me build a strong knowledge of adobe and canva which drove my passion for designing and management.

Junior Social Media Marketing Manager

Foxmybox, Delhi

Job • Dec 2022 - Jul 2023 (7 months)

I had the privilege of crafting compelling and shareable content for various social media platforms. My experience spaned from developing strategic content calendars and managing social media accounts to analyzing performance metrics.

POSITIONS OF RESPONSIBILITY

Worked as the Head of Anchoring Management Team for a Society event. The role included preparing scripts for the anchors, proofreading scripts submitted by the team, organising the program sequence.

Conducted events and seminars for Hansraj Zoological Society. As the Head management executive I pitched speakers and made necessary contacts with the team for the smooth flow of the event. I led a team of 10-15 students for every seminar.

Led a team of 10-15 students to organize an event on sustainable development presented by a British Proffesor

PROJECTS

Ovarian Cancer: Advances and Challenges in Diagnosis and Treatment

Jan 2023 - Jan 2023

<https://drive.google.com/drive/folders/1cJF7uHD-zWZGXV8firBP-mlCD3W6NbRI>

This article provides an overview of the epidemiology, risk factors, diagnosis, and treatment of ovarian cancer, with a focus on recent advances and challenges in each area including potential of Personalized Medicine and Immunotherapy.

SKILLS

English Proficiency (Written)

Intermediate

English Proficiency (Spoken)

Intermediate

Social Media Marketing

Intermediate

Creative Writing

Beginner

Canva

Intermediate

Report Writing

Intermediate

MS-Word

Intermediate

MS-Excel

Intermediate

MS-Office

Intermediate

Adobe Photoshop

Beginner

Search Engine Optimization (SEO)

Beginner

WORK SAMPLES

Other portfolio link

<https://drive.google.com/drive/folders/1cJF7uHD-zWZGXV8firBP-mlCD3W6NbRI>