



Navakanshi Sharma

SME Trainee

A talented, hard-working and Proficient content writer with experience in teaching and creating content for education sector.

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☎ 9971763905

📍 Vidisha, India

WORK EXPERIENCE

SME Trainee

Testbook.com

04/2022 - Present

Work from Home

Achievements/Tasks

- Providing needed content for learning material and tests Hindi subject at par with the syllabus for various competitive examinations.
- Examinations I worked on- Banking, SSC AE\JE, CUET, UP Lekhpal, BSSSC CGL, CTET, UGC NET, KVS Hindi TGT/PGT, DSSSB

Plus Educator

Unacademy

08/2019 - 10/2019

Work from home

Achievements/Tasks

- Responsible for teaching NVS TGT and CTET aspirants through live online classes.
- Take doubt sessions.
- Manage content, tests, quiz, etc for the same.

Tutor/Mentor

INAYAT NGO

2019

New Delhi

Achievements/Tasks

- Teaching and curating content according to NCERT Syllabus for school children.
- Preparing tests and study material for the same.

EDUCATION

MA Translation

Indira Gandhi National Open University

01/2023 - Present

B.A.(Hons) Hindi

Hansraj College, University of Delhi

07/2013 - 06/2016

76.12%

Courses

- Hindi Literature

Higher Secondary(Class 12th)

Kendriya Vidyalaya Vidisha

04/2012 - 03/2013

78%

SKILLS

Hindi Content Writing

MS Office

English Content writing

Communication skills

Creative writing

MS Office

Teaching

Hindi Typing

CERTIFICATIONS

Introduction to Creative Writing (2019 - 2019)

- British Council, New Delhi

CCC from NIELIT (2018 - 2018)

- Certificate in computer proficiency

Online Analytics Certificate (2016 - 2016)

ACHIEVEMENTS

Cleared SSC CGL Tier-1 2021

Cleared UGC NET for Assistant Professor in 2018 while doing Masters.

LANGUAGES

Hindi

Native or Bilingual Proficiency

English

Full Professional Proficiency

Urdu

Elementary Proficiency

INTERESTS

Writing Poems and Stories

Reading Biographies