

EDUCATION

Master of Computer Applications (MCA), Computer Application

Bundelkhand University
2017 - 2020
Percentage: 78.00%

Bachelor of Computer Applications (BCA), Computer Application

Bundelkhand University
2014 - 2017
Percentage: 70.79%

Senior Secondary (XII), Science

Blue Bells Public School
(ISC board)
Year of completion: 2014
Percentage: 61.20%

Secondary (X)

Blue Bells Public School
(ICSE board)
Year of completion: 2012
Percentage: 70.57%

WORK EXPERIENCE

Operations

Sowl ETraders Pvt Ltd, Jhansi
Job • Aug 2023 - Present (11 months)

- Content Writing
- Captions and Script Writing for Instagram, Facebook, YouTube.
- Project management of Travel Stories.
- Manage Social Media Platforms.

Program Associate

Az Cloud Technologies Pvt Ltd, Noida
Job • Jan 2022 - Jul 2022 (6 months)

- Provided trainings on Microsoft Office 365 Applications and Minecraft training to school staff, Coordinators.
- Conducted Microsoft training for NTPC employees.
- Certified as a Microsoft Innovative Educator Expert.
- Trained over 400 school educators.

Internshala Trainings, Online

Apr 2020 - May 2020

Successfully completed a six weeks online certified training on Android App Development.

PHP

Naresh ITechnologies Software Training And Development, Hyderabad

May 2018 - Jul 2018

SKILLS

MS-Excel

Intermediate

MS-Office

Intermediate

MS-PowerPoint

Intermediate

MS-Word

Intermediate

English Proficiency (Written)

Intermediate

English Proficiency (Spoken)

Intermediate

Social Media Marketing

Intermediate

Content Writing

Intermediate

Canva

Advanced