

Resume

Name: Pragya Jain

Contact Information:

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Objective:

Results-driven and motivated fresher in the field of interior design with 1 year of internship experience in graphic design and 6 months in content writing. I am seeking a remote work opportunity to apply my skills and knowledge, contribute to a dynamic team, and further enhance my expertise.

Education:

- Bachelor's degree in Commerce (B.Com Hons) [2013-2016]

Delhi University, Delhi

- Diploma in Interior Design [2014-2017]

South Delhi Polytechnic for Women, Delhi

- 1-year Internship in Graphic Design [2018-2019]

Company: Kreative Arts

Skills:

- Proficient in AutoCAD 2D and 3D, SketchUp, Adobe Photoshop, and Illustrator
- Knowledgeable in 3D modelling and rendering
- Familiarity with content writing and copywriting
- Strong attention to detail and organisational skills
- Effective communication and interpersonal abilities

Proficient in ms office, word, powerpoint, and excel with 4 years of knowledge.

Experience:

- Graphic Designer, Teeasers (Work from Home), [Jan 2022 to June 2022]

Stipend: Rs unpaid /6 months

- Designed and produced graphics for print and digital media, including t-shirt designs
- Developed visual concepts and layouts for marketing campaigns
- Collaborated with clients to ensure project requirements were met
- Content Writing, BT Hustlers (Work from Home), [4 months] unpaid
 - Created engaging and informative content for various mediums, including articles, blog posts, and social media
 - Conducted research and analysed data to ensure accuracy and relevance of content
 - Collaborated with team members to develop content strategies
- Academic Content editor collegedunia.com, [2 months]

Stipend: 14000/month

- Produced high-quality academic content for the website
- Ensured accuracy and adherence to guidelines

Projects:

- Interior Design Project: fresher
 - Collaborated with a team to design and execute an interior design project for a residential space
 - Created detailed floor plans, elevations, and 3D models using AutoCAD and SketchUp

- Sourced materials and furnishings while managing the project budget