

CHADALAVADA KAVITA

Chennai, Tamil Nadu

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To serve an organization which provides challenging assignments to bring out the best of my creative potential, which gives an environment to constantly learn new things and which supports me to excel in my field of endeavour. Willing to work as a key player in challenging & creative environment. I am also confident of my ability to work in a team.

Work Experience

Content Writer

Serve Solutions - Remote

August 2022 to January 2023

- Worked with internal and external partners to develop and execute content strategies.
- Performed well with project requirements and deadlines.
- Created well-researched and stimulating content.
- Worked collaboratively with team members to meet and exceed project goals.

Education

M.A in Anthropology

BHU, Varanasi

2019 to 2020

B.A (Honours) in Geography

BHU, Varanasi

2015 to 2018

History/ Economics/ Geography

Sri Chaitanya Junior College - Hyderabad, Telangana

2013 to 2015

CBSE in Maths

2013

Skills / IT Skills

- Microsoft Office: Good knowledge on Microsoft PowerPoint, Word, Excel etc Windows and Internet Applications PRIMARY ASSETS:
- Communication and interpersonal skills.
- Ability to work in teams as well as independently.
- Ability to manage stress.
- Always ready to accept new challenges.

- Possess positive attitude.
- SEO
- Blogging
- Microsoft Word
- English
- Writing skills
- Proofreading

Languages

- English - Intermediate
- Hindi - Fluent
- Telugu - Native

Online Profile

<https://www.linkedin.com/in/kavita-chad Alvada-11661317b>