



## Contact

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### Address

D-202, President Apartments,  
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## Certificates

- TEDx Gateway Countdown India's Largest Climate Action Conference
- Stress and Anxiety Management – Psychology: Accredited Certificate (Udemy)
- The Complete digital marketing guide
- Content Writing course for business - Copywriting Basics

# Ruth Singh

I am a hard working, honest individual. I am a good timekeeper, always willing to learn new skills. I am friendly, helpful and polite, have a good sense of humor. I am able to work independently in busy environments and also within a team setting. I am outgoing and tactful, and able to listen effectively when solving problems.

I aspire to work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately

## Education

- 2019-2022  
**Bachelor of Arts**  
Jesus and Mary College,  
University of Delhi
- 2022-2023  
**Diploma in Bakery and Confectionery**  
IHM, Pusa
- 2023-2025 (Pursuing)  
**Masters in Political Science**  
IGNOU
- 2023-2025 (Pursuing)  
**Advance Content Writing course (ECT)**

## Internships

**June 2023 - Nov 2023**

Le Meridien Hotel, Janpath

### Trainee

Roles and responsibilities:

Assist in Food production (Bakery products like Breads, Cookies, Dry Cakes)

Actively participated in the production of G20 delicacies. Learned how to maintain a hygienic kitchen and ensure Hotel's standards are met.

## Expertise

- Creative Writing, Blogging, Editing & Proofreading
- MS Word, MS PowerPoint, Canva

## Language

- English
- Hindi
- French (Learning)