



# Janvi V.

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janvi98456@gmail.com

+91 9353204783

Bangalore

## EDUCATION

**Bachelor of Commerce (B.Com)**

Bengaluru University

2020 – 2023

## SKILLS

**English Proficiency (Written)**

Intermediate

**Creative Writing**

Intermediate

**Content Writing**

Intermediate

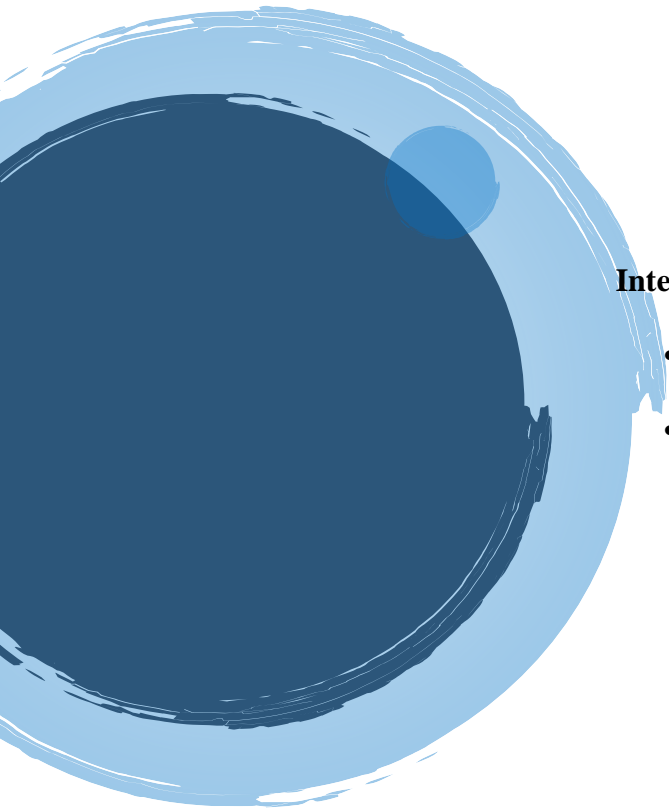
**Accounting**

Beginner

**Subject Matter Expert (SME)**

Intermediate

- Excellent writing and editing skills
  - Strong attention to detail
  - Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
  - Basic knowledge of content management systems
  - Effective communication and interpersonal skills
  - Time management and organizational abilities
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## Interests

- Reading books, particularly in genres such as mystery, horror, fiction etc.
- Writing creative pieces, articles, and essays

