

Hello, I am

Anushka Anand

I am looking for exciting opportunities. Enthusiastic about gaining a deeper understanding of the real world. Good analytical and communication skills. A goal to positively contribute to society with an empathetic attitude.

PERSONAL INFORMATION

She/Her

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[LinkedIn](#)

WORK HISTORY

DXD Agency, Remote — *Jr. PR Co-Ordinator*

Nov 2022 - Currently Working

- Influencer/VIP Research and Outreach.
- Assisting in handling and updating digital Platforms.
- Conducting Media Research and Content Search.
- Additional tasks requiring influencer outreach for other campaigns.
- Assisting with events
- Working on the extra task that is given on an urgent basis.

SKILLS

Aesthetic sensibility

Conceptual

Creative and Critical

Organizing, Planning, and Presenting

Speaker and Writer

Merry Go Learn, Online — *Senior Facilitator*

Nov 2022 - Dec 2022

- Planned daily operations including backup, training, observation, and assessment sessions.
- Shared students' progress and maintained cordial relationships with parents.
- Proactively ensured students and their parents were satisfied with delivery operations.
- Took steps to resolve complaints swiftly keeping all stakeholders in perspective. Also, maintained and reported important operations data and metrics to management on a weekly basis.
- Took the initiative to improve the quality of product offerings, customer service, and used best endeavours to promote the business interest of the company.

Merry Go Learn, Online — *Learning Facilitator*

Aug 2021 - May 2022

- Took trial sessions for the prospective students and parents.
- Kept reports of improvement in each student.
- Taught English to students between the ages of 05 years old to 12 years old.
- Made the learning process fun and interactive.
- Interacted with the parents regularly.
- Took over the classes of other facilitators.

Samaritans Mumbai, Mumbai, Maharashtra — *Content Writer and Volunteer*

Oct 2019 - May 2022

- Wrote blogs/ articles for their website related to mental health.
- Working as a support volunteer for the volunteers who are taking calls.
- Worked as a telephonic volunteer.
- Worked as a support volunteer to telephonic volunteers.

Speaking Grey, Online — *Content Writer*

Jun 2020- July 2020

- Wrote blogs related to mental health for their website.
- Worked on interviewing people and sharing their stories and struggles concerning mental health.

ZEE MEDIA CORPORATION LIMITED, Noida, Uttar Pradesh — *Media Intern*

May 2017 - June 2017

- Worked collaboratively with a camera crew shooting locations.
- Have advised the video-editing crew on the material used for video, and handling voice-overs following the editing phase.
- Helped in all post-production work, till the episode was on-air.

EDUCATION

Arizona State University — *TESOL Professional Certificate*

May 2022

TEFL Professional Development Institute — *120-Hour Teach English as a Foreign Language (TEFL) Certificate Course*

March 2022

INDIRA GANDHI NATIONAL OPEN UNIVERSITY — *Bachelor of Arts Honours in English Literature*

July 2023

D. A. V. PUBLIC SCHOOL, Patna, Bihar — *12th Grade*

May 2016

Scored: 60%

LOK PURAM PUBLIC SCHOOL, Thane, Maharashtra — *10th Grade*

May 2014

Scored: 68%