

CURRICULLUM VITAE

Shivank

S/O Shyam Sunder
380/5, Bhagat Vihar, Sadatpur,
Delhi-110094.

Email Id- khandelwalshivank21@gmail.com

Contact no.- +91 9868364658

CAREER OBJECTIVE

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and help me achieve personal as well as organizational goals.

EDUCATIONAL CREDENTIALS

EXAMINATION	YEAR OF PASSING	INSTITUTE	BOARD / UNIVERSITY	PERCENTAGE/CGPA
B.C.A	2013-16	IME SAHIBABAD, GZB	CCS	58%
Intermediate	2013	D. M. Sr. Sec. School	C.B.S.E	58%
High School	2010	L. S. P. Sec. School	C.B.S.E	7.2 grade
Diploma in Sanitary inspector	2015	Sarvodya ITI	NCVT (govt.)	75%

WORK EXPERIENCE

- Working in **MixORG Consulting Services Pvt. Ltd.** as a **Community Manager** from July 2016 to present
- Worked in **Deeper Designs** as a **Digital Marketing Consultant** from Feb. 2018 to May 2018

PROJECTS

European Higher Education Virtual Fair (2016)

Responsibilities:

- Drive engagement to the social media channels
- Drive registrations for the fair
- Live tweeting during the fair
- Campaign design and planning
- Client satisfaction

Sopra Steria India

Responsibilities:

- Campaign design and planning
- Drive engagement to the social media channels
- Client satisfaction

InnoHEALTH (2017, 2018 & 2019)

Responsibilities:

- Coordinate with the design team
- Campaign design, planning and content curation
- Community management
- Live tweeting during the event
- Emailer planning and design
- Drive registrations for the event

InnovatioCuris

Responsibilities:

- Community management
- Live tweeting during the event
- Promote services

MotherBee

Responsibilities:

- Article writing

HBG Medical Assistance

Responsibilities:

- Campaign design, planning and content curation
- Community management
- Emailer planning and design
- Client satisfaction

Deeper Designs

Responsibilities:

- Social media Consultant

Erasmus Mundus

Responsibilities:

- Drive engagement to the social media
- Campaign design, planning and content curation
- Client satisfaction

National Board for Quality and Promotion (NBQP)

Responsibilities:

- Drive registrations for the webinar
- Live tweeting during the webinar

CERTIFICATIONS

- Online marketing fundamentals from eMarketing Institute
- Social Media Marketing from eMarketing Institute

AREA OF EXPERTISE:

- **Social Media Optimization:** Manages social media campaigns; measures and analyzes campaign results; engages with industry influencers; creates and executes content strategies; drives engagement
- **Reputation Management:** Manages the reputation of the company through social media platforms and enhance the goodwill among the audience by crafting a good relationship
- **Content Writing:** Keyword Research, Blogging and Content Modification

DECLARATION

I hereby solemnly affirm that all information furnished above is true to the best of my knowledge and belief.

Date:

Place: Delhi

SHIVANK