**Contact Details**

Mobile: +91 1234567890

Email: youremail@gmail.com

**Qualification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **Institution** | **University/Board** | **Year of Passing** |
| B. Tech (CSE) | Jyothi Institute of Technology and Science | JNTU-H | 2019 |
| Intermediate | Narayana junior college | Board of Intermediate | 2015 |
| SSC | St Mary’s High School | S.S.C | 2013 |

**Skills**

Software Languages: C, Java, Html

Utility Package: MS-office

Operating Systems: Windows, Linux, and Android

**Social Media Details**

**LinkedIn**: https://www.linkedin.com/in/sushmitamadhu/

**Facebook**: https://www.facebook.com/sushmitamadhu/

**Instagram**: https://www.instagram.com/sushmitamadhu/

**Personal Details**

Date of Birth: 01-01-1995

Gender: Female

Marital status: Married

Languages Known: English, Hindi, Bengali, Telugu

Nationality: Indian

Hobbies: Listening Music, Singing, Gardening

**Career Objective**

To pursue my career in an organization with performance-oriented environment for achievement of personal advancement. Being ambitious and hardworking, I am looking forward to challenging my potential and be worthy of Management trust and confidence.



Sushmita Madhu

**Work Experience:**

1. Worked as a Project Manager in ABCD Company Pvt Ltd., from December 7th, 2017 till date.

**Job Responsibilities at ABCD company:**

1. Meeting Clients and converting leads into confirmed clients
2. Managing a team of 6 members
3. Project management
4. Growth Hacking, Creating Digital Marketing Strategies
5. Managing Projects and deliverables
6. Managing Project tasks and schedule calendar
7. Worked as a Team lead in XYZ Company Pvt Ltd., from August 5th, 2015 to December 2nd, 2017.

**Job Responsibilities at XYZ company**:

1. Search Engine Optimization & Google Ads, Social Media Marketing, Paid Ads
2. Website Development & Domain, Hosting Server Maintenance
3. Influencer Marketing
4. Email Marketing, Mobile / SMS / WhatsApp Marketing
5. Content Marketing, Inbound and Outbound Marketing
6. Online Reputation Management
7. Affiliate Marketing
8. Proposals writing / Business Collaterals making

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