

## Professional Profile

---

A passionate and dedicated Bachelor of Information Management (BIM) student seeking a Digital Marketing Internship. I have expertise in SEO, social media management, website analytics, content creation, and design skills. I used a Google Search Console, Google Analytics, WordPress, plugins, HTML, CSS & JavaScript, React JS, Canva, MS Office, and basic video editing, Adobe Photoshop to deliver high-quality results. I am committed to learning and growing skills while working with a team of professionals in digital marketing.

## Core Skills

---

- SEO (Search Engine Optimization)
- Keyword Research Tools
- Google Search Console
- Content Writing
- Content Creation
- Adobe Photoshop
- Social Media Management
- Google Analytics
- MS Office (MS Excel, Word)
- Google Docs, Drive
- WordPress & Plugins
- Basic Design & Video Editing

## Career Summary

---

Jan 2020 - Present

Personal Sites & YouTube Channel

### Outline

As an SEO and content creator, my role is to improve online presence by creating high-quality content and managing website. Responsible for finding trending content and creating engaging written and visual content for the website and social media platforms.

### Key Responsibilities:

- Finding Best keyword that easy to rank on google
- KeyWordTools ( Sermrush, Ubersuggest, Google Keyword Planner, Google Trends, Keywordtools.io, ahref )
- SEO ( Search Engine Optimization )
- Vide Script
- Video Editing
- Canva for Thumbnail and Wordpress Blogs featured posts
- Ms office
- WordPress & Plugins
- Coding Knowledge ( MERN )

## Education

---

Bachelor ( 2018 - 2023 Running)

Kist College of Management ( BIM ) - ( Kamalpokhari, Kathmandu )

+2 College ( 2018 Completed )

Swati Sadan College ( Machhapokhari, Kathmandu )

SLC ( 2016 Completed )

Star English Boarding School (Trishuli, Nuwakot )

## Key Achievements

---

Gained Organic Traffic on Website ( [www.skillsmetos.com](http://www.skillsmetos.com) / [www.glorioustalks.com](http://www.glorioustalks.com) / [www.electricspotter.com](http://www.electricspotter.com) )

Growth On YouTube ( [Growthcam](#) 5k+ Subscriber / merokaksha (Tutorial ) )

Multiple Niche Fb page with 1k - 8k followers