## Curriculum Vitae

**Gulfjobseeker.com CV No:** **76404**

**Mobile +**971505905010 / +971504753686

To get contact details of this candidates

Submit request through Feedback Link

<http://www.gulfjobseeker.com/feedback/submit_fb.php>

**Career Objective**

To excel in sales, communications and advertising sector and reach a good place in the organization I work for. I feel a strong streak of creativity inspiring me to bring fresh and impressive ways of communication to the platforms that reach the desired TG. Adept with good communication and interpersonal skills, I feel I can add a lot of value to a profile where creative communication holds importance.

* Participated in writing competitions and debates in school.
* Participated in the dance competiti*o*ns during school.
* Painting and sketching activities.

**Extracurricular Activities**

* 10th (1998)- Bishop Westcott Girls’ School, with 75%
* 12th (2000) –D.A.V. Hehal, Ranchi,with 69%
* B.A in Sociology (2004)- Pune University, Pune, with 69%

Good Communication skills, Writing skills, and Creativity.

**Personal Skills**

* Packages : Microsoft Office Familiar
* Operating Systems : Windows Familiar

**Technical Skills**

**Professional Qualification**

* Post Graduate Diploma in Mass Communication from IIMM, South Delhi (2005-06)
* Diploma in Graphics & Animation- 2D and 3D from Arena Multimedia, West Delhi. (2008-2010)

**Academic Qualification**

**Personal Details:**

**Date Of Birth**

10/12/1981

**Sex**

Female

**Nationality**

Indian

**Marital Status**

Single

**Proficiency**

English & Hindi

**Hobbies:**

* Writing &Reading
* Painting
* Dancing
* Movies
* Capable of time bound output.
* Skilled in creative writing and good verbal communication.
* Ability to adapt to a fast paced environment

**Key Skills**

**Work Experience**

1. **Call Center Executive**

**Company Name : HP**

**Tenure** - July 2009-Oct2011

1. **Content Writer (Company)**

**Company Name: Max3Logic IT Solutions Pvt. Ltd.**

**Tenure**: October 2011- June 2012

**2)** **MLM Executive**

**Company Name: Oriflame**

**Tenure:** June 2012 – Till Date

**3)** **Freelance Content Writer**

**Tenure**: July 2012 – March 2013

**4) Copywriter and Creative Account Handling**

**Company Name: National Advertising Agency, New Delhi.**

**Tenure:** April 2013 – March 2014

**Managed Work**

* Provided contents within the given time
* Handled the client’s creative needs
* Added to the compensation of the MLM company
* Kept effective communication flowing to enhance referral marketing impacts.
* Kept perpetual accountability and consistency in work.
* Provided copy for ads
* Managed new job interviews

**Strengths**

* I am a quick learner
* I am very hardworking
* I am creative in perusal
* I own good communication skills

**Declaration**

I hereby declare that the above mentioned information is correct up to my knowledge and bear the responsibility for its correctness.