

RÉSUMÉ

APOORVA CHIRVI

Address: 1/2, Rattan Nagar, New Rohtak Road
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OBJECTIVE

To prove myself as an honest, faithful, diligent employee & an asset to the company so that not only I as an individual grow, but also the company grows simultaneously and to enhance my working skills.

EXAM/DEGREE	UNIVERSITY/BOARD	PERCENTAGE
10 th	CBSE Board (2013)	60 %
12 th	CBSE Board (2015)	81 %
Bachelor in Journalism & Mass Communication	I.P. University, Delhi (2015-2018)	67.3 %
Master in Journalism & Mass Communication	Jain University, Bengaluru (2019-2021)	70%
Digital Marketing Training	Internshala Trainings	Completed

TECHNICAL QUALIFICATION

- MS- Office and Internet.
- Tally ERP.9

PERSONAL SKILLS

- Hardworking
- Ability to deal with people diplomatically
- Honest & Positive Attitude
- Good Communicator & Listener

- Quick to Learn New Skills
- Excellent communication skills

WORKING EXPERIENCE

- Social media management internship at Tripease. (10/04/2021- 10/06/2021)
- Technical Content writer at CIO Review, Silicon media Ltd.(27/07/2021- 29/07/2022)

HOBBIES

- Travelling
- Interacting with people
- Making Friends
- Reading
- Listening to music
- Writing

PERSONAL DETAILS

Father's Name : Sh. Manoj Chirvi
Date of Birth : 27th September 1997
Nationality : Indian.
Languages Known : Hindi & English.
Gender : Female.
Marital Status : Unmarried.

DECLARATION:

I HEREBY DECLARE THAT THE ABOVE INFORMATION MENTIONED IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE:

PLACE : NEW DELHI

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