

**Khooshal Singh**  
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New Delhi

## **OBJECTIVE**

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To work in globally competitive environment on challenging assignments that shall yield the twin benefits of the job satisfaction and a steady-pace professional growth.

## **Educational Qualification**

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- Bachelor of Business Administration from J.I.M.S, KALKAJI in 2021.
  - 12<sup>th</sup> From kendriya Vidyalaya in 2018.
  - 10<sup>th</sup> From kendriya Vidyalaya in 2016.

## **TECHNICAL SKILLS**

- 
- Sound Knowledge of Ms-Word, Excel and PowerPoint
  - Good Typewriting speed (45w/pm)
  - Well experienced in using internet
  - Able to learn new software application
  - Social media marketing from Intershala.
  - Advance excel from qt analytics.
  - Contributed to good customer service

## **PERSONAL ABILITIES**

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- Capable of working in bilingual environment
  - Ambitious, hard working, energetic and well disciplined
  - Able to meet deadlines and handle responsibilities
  - Positive thinking, self-motivated and flexible
  - Good communication skills
  - Soft spoken

## **EXTRA CURRICULAR ACTIVITIES**

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- i. Participated as coordinator and volunteer in Technical Functions.
  - ii. Participation in Social Welfare Activities
  - iii. The Bharat Scouts and Guides

## Work Experience

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ArteCraft India

15-5-2020 To 27-6-20

Internship- Social media marketing

- The aim of the internship to understand the use of social media marketing tools as a marketer
- Oversaw product photo shoot to be uploaded on company website

## PERSONAL PROFILE

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Date of birth – 14/may/2001

Languages Known- Hindi ,English