

SUMMARY

Motivated SEO Executive with 2+ years of progressive experience. Energetic, self-started and team builder. Navigates high-stress situations and achieve goals on time.

SKILLS AND TECHNOLOGIES

- SEO.
- Email Marketing.
- Social Media Marketing.
- Copy Writing & Copy Editing.
- Content writing.

EXPERIENCE

SEO Executive

Magnet Brains Software *Feb 2023 - Present*

- Keyword Research
- Video Title Optimization
- Description Optimization
- Tags Optimization
- Thumbnail Optimization
- Closed Captions and Subtitles
- Engaging Video Content
- Audience Engagement
- Promoting Videos
- Consistency and Channel Optimization

Academic Content Writer

Magnet Brains Software *Oct 2021 - Jan 2023*

- Followed project scope and outline content guidelines for each project.
- Applied strong writing, editing and proofreading abilities to each assignment to produce best possible content.
- Deliver high-quality written content that was insightful, informative and entertaining.
- Coordinated with subject matter experts for topic generation.

Digital Marketing Intern

Elearning Solutions *May 2022 - Oct 2022*

- SEO & SEM
- Email Marketing
- Social Media Marketing
- Copywriting & Copyediting

Intern

Tokon Software PVT. LTD *Sep 2020 - Jan 2021*

- WordPress web design.
- Build websites using WordPress.
- Theme installation, Plugin installation.
- Some knowledge about HTML, CSS, Bootstrap.
- Customized WordPress theme.
- Installation, Configured and Managed WordPress installations.
- Prepare website proposal for present to clients.
- Write coding using HTML and CSS.
- Design new features in existing websites.
- Manage the user guide to help client understand sites features and management of website to increase visitor satisfaction.
- Customize themes to meet client requirements.

EDUCATION

Master's in Computer Application
RGPV University, Bhopal, M.P. *Jul 2018 - Jun 2020*

Bachelor's of Computer Application
Barkatullah University, Bhopal, M.P. *Jul 2015 - Jun 2018*

Higher Secondary 10+2 STD.
Higher Secondary Education M.P. Board *Jul 2014 - Jun 2015*

Secondary Education 10 STD.
Secondary Education M.P. Board *Jul 2012 - Jun 2013*

ADDITIONAL INFORMATION

- Father's Name: Mr. Anand Kumar Prajapati
- Mother's Name: Rajkumari Prajapati
- Date of Birth: 20-SEP-1997
- Marital Status- Single
- Hobbies: Listening to Music, Browsing Social Media.
- Language- Hindi, English