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### **Professional Summary**

A dynamic professional with over two years of experience in Public Relations firm as a Media Researcher by providing media and market strategy for various private sector industries.

### **Career Contour**

| Organization   | Designation                             | Year                                    |
|--|---|---|
| NASDAQ OMX Corporate Solutions (India) Private Limited | Client Services Delivery Analyst        | September 21, 2015 to November 25, 2016 |
| Aerialux Travel  | Human Resource & Administration Manager | October 1, 2018 to November 30, 2020    |
| Intrado – Digital Media                                | Client Services Delivery Analyst        | December 16, 2020 to till date          |

### **Job Description**

- Performed market research to understand the market and business trend
- Supported and managed daily publishing through both social media and traditional media analysis on research agenda topics
- Developing project plans and prioritizes tasks to achieve project milestones; recognizes project risks, provides input to contingency plans and provides guidance on meeting delivery goals
- Ability to evaluate, interpret customer concerns and issues
- Research detail relevant information as per client's perspective

## Personality Traits

- Strong analytical skills – experience gathering, organizing, and presenting large amounts of data
- Wide knowledge of online social networking, search and listening tools
- Passion for social media and online engagement
- Proficient with MS Office
- Ability to work quickly and independent under tight deadline

## Academic Profile:

| Course / Degree                 | Year | Percentage | University / Board                           |
|---------------------------------|------|------------|--|
| <b>B. Tech</b><br>Biotechnology | 2015 | 77.9%      | Anna University<br>Madha Engineering College |
| <b>Higher Secondary</b>         | 2011 | 72.33%     | St. Joseph's Matriculation Hr. Sec. School   |
| <b>SSLC</b>                     | 2009 | 82.66%     | St. Joseph's Matriculation Hr. Sec. School   |

## Additional Qualification

- Score band 6 in International English Language Testing System, IELTS
- Advance Diploma in Java Programming

## Projects:

- “Production and Characterization of Laccase enzyme from *Pleurotus ostreatus*”

## Personal Details

Date of Birth : 21.05.1994

Languages Known : English and Tamil (R/W/S)

Nationality : Indian

Marital status : Married

## **Passport Details**

Passport No. : P9345446

Valid through : 12/04/2027

## **Declaration**

I hereby declare that all the information mentioned above is true to the best of my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

**Anugraha. C**