

CURRICULUM VITAE

Shubham Jha

* shubhamkjha1999@gmail.com * Mobile Number- 6290662230*

Objective

A motivated and technically oriented candidate with good communication skills, adaptive range of writing styles, and considerable experience in writing. With the advent of technology, I am always eager to learn new technology to improve my professional skills.

Experience

- **Working as an assistant Producer in DD National.**
- Worked as an assistant producer in DD Kisan.
- Worked as a content writer in Theologically.in
- Worked as a content writer in News Express
- Worked in IAAN TV (Three months)
- Worked in IAAN Express (Six months)

Key Skills:

- Work for Pre-Production, Production & Post-Production.
- Considerable experience in online documentation.
- Knowledge of grammar and punctuation.
- Can cover stories on a wide range of topics
- Work with editors to update existing news stories and to create new reports
- Basic knowledge of designing.
- Rich experience of working on Windows-based documentation tools.
- Basic-level working on Microsoft Word; creating and managing templates and styles along with content creation. .
- Well-acquainted with the corporate styles and standards and ability to adhere to the same.
- Proven multitasking skills and ability to work efficiently on multiple projects within strict deadlines.
- Excellent analytical and decision-making skills.
- Basic knowledge of Search Engine Optimization (SEO) and keyword techniques.

Educational Qualification:

- MA in Mass Communication from Makhanlal Chaturvedi National University of Journalism and Communication
- B. Sc from L.N.M.U. Darbhanga (Bihar) 2017-20
- 12th from B.S.E.B. Patna Bihar, 2017
- 10th from B.S.E.B. Patna Bihar, 2015

Contact address:

766/1, New Friends Colony, New Delhi- 110025