

Loveleen Monga

CONTENT WRITER



SUMMARY

An experienced content writer skilled in crafting engaging and persuasive content pieces. Proven ability to meet tight deadlines and deliver content matching industry standards.

GET IN TOUCH

Mobile: +91 8377867829

Email: mongaloveleen25@gmail.com

Location: North West Delhi

Linkedin: Here is my [profile](#)

CORE COMPETENCIES

- Content Writing
- Copywriting
- SEO optimised writing
- Product and Service Descriptions
- Content Marketing
- Content Research
- Social Media Content Writing
- Communication skills
- Project Management
- Technical Proficiency
- Organisational Skills
- MS-office proficiency

EDUCATION

B.COM PROGRAM

DELHI UNIVERSITY, SOL

2020-2023

10TH-12TH (CBSE BOARD)

INDRAPRASTHA GIRLS SR. SEC. SCHOOL

2017-2020

WORK EXPERIENCE

Executive, Vendor Content

The Knot Worldwide || WeddingWire (October 2023- Present)

- Writing service descriptions of wedding vendors listed on the WeddingWire platform.
- End-to-end content management of vendor profiles on the website.
- Content enrichment of vendor profiles from time to time.
- Editing and proofreading content for quality assurance before publishing.

Content Writer

Webgross Solutions Private Limited (July 2022- October 2023)

- Content generation for various niche clients in the form of articles, blogs, social media copies, and website content.
- SEO content generation, custom guidelines, product and service descriptions, and A+ content for e-commerce brands.
- Content project management for reputable clients like Paytm, Astroyogi, Policy Bazar, Kushals, Healthkart, Veranda, Biryani by Kilo, and Hindustan Times.
- Training and managing writing interns and freelancers. Editing and proofreading content for quality delivery.

Assistant Content Writer (Internship)

Tech2Edge Solutions Private Limited (Oct 2021-Dec 2022)

- B2B and B2C content generation for various domain clients.
- Content for landing pages, social media captions, social media creatives, mini blogs, carousels, reels, etc.

SAMPLES AND REFERENCES AVAILABLE ON REQUEST

CERTIFICATIONS

- Digital Marketing
- Copywriting basics
- SEO fundamentals
- Strategy of Content Marketing
- Microsoft Office Specialist
- Social Media Foundations
- LinkedIn Marketing
- Marketing Research

Content Writer (Internship)

CollegeTips Private Limited (July 2021-Aug 2021)

- Content generation on movie/book review articles
- Content marketing on various social media platforms.

VOLUNTEER EXPERIENCE

Gender Awareness Volunteer

UNICEF || YuWaah India (September 2021)

- Attended workshops on Gender Awareness and Intersectionality.
- Drafted articles on topics around Gender Awareness.
- Engaged in conversations and activities surrounding Gender Awareness.
- Participated in volunteering tasks for the #YoungWarriorNXT program.