

RESUME

Kanika Sharma

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Objectives:

Looking for a challenging opportunity in an organization providing good working environment with suitable opportunity for professional development where I can be the key team member/leader, making meaningful contribution in the growth and success of organization by delivering results, using my skills.

Qualification:

- M.COM from IGNOU (2020)
- B.COM from Delhi University (2016)
- 12th from CBSE Delhi 2013
- 10th from CBSE Delhi 2011

Work Experience:

- Worked as a Social Media Executive at Suggestic Buildcon Pvt. Ltd.
- Worked as a Digital Marketing Executive at Exelinks-Global Education.
- Worked as an SEO Executive at Digital Hikes.

Technical Skills:

- Knowledge of **Canva**.
- MS-Office (Excel & Word)
- Tools: SEO Quake, Keyword Rank Checker, Free Article Spinner, Google Analytical Tool, MOZ etc.
- Certified for Digital Marketing from COIM.

Experience Summary:

- On-Page & Off- Page Optimization.
- Optimize the website to increase the traffic
- Analysis of client's website, competitor's website, keyword analysis etc.

- Keyword Researching
- Content Optimization
- Social Media Marketing
- Blog commenting, Article Submission, PDF Submission, Blog Posting etc.
- Social Media Optimization: FaceBook, Instagram, LinkedIn, Pinterest etc.

Personal Information:

Father's Name:	Sh. Dinesh Babu Sharma
Date of Birth:	15 March, 1995
Marital Status:	Single
Languages:	Hindi & English
Nationality:	INDIAN

I hereby confirm that the information given above is true to my knowledge and belief.

Date:

Place: New Delhi

(Kanika Sharma)