

RIDHIMA KHANNA

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H.No.1720/9, Gali bagh wali, Khazana Gate, ASR.

CAREER OBJECTIVE

To provide needed services with the skills learned in the past years and to enhance them as well. Extrovert with good communication skills and fluency in English, Punjabi & Hindi language. I am eager to learn more every day.

EDUCATION

- Masters in English (2022-2024)
- BA | GURU NANAK DEV UNIVERSITY, Amritsar (2018-2021)
- High School | The Senior Study II, Amritsar (2016-2018)

EXPERIENCE

- IELTS trainer in WEBBERZ for 7 months (September,2021- March 2022)
- Visa Filling & Interview Trainer in EDUFINN (April, 2022 - 31 January,2023)
- Content writer at Western Overseas Education since 1 February, 2023

SKILLS

- Have good communication, composition and comprehension skills
- Attention to detailing
- Easily grasp and adapt change.
- Skilled in MS Office
- A fast and efficient learner.

EXTRA- CURRICULAR ACHIEVEMENTS :

- Won dance competitions.
- Attended mycaptain online seminars for content writing
- Managed annual events at school level.
- Won Hula-Hoping & Yoga Competitions