



SHREYA TRIPATHI

CONTACT

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EDUCATION

B.A. (Hons.), Economics

O.P. Jindal Global University

2021 2024

Senior Secondary (XII)

Birla Balika Vidyapeeth

Year of completion: 2021

Percentage: 92.00%

Secondary (X)

Birla Balika Vidyapeeth

Year of completion: 2019

Percentage: 96.40%

SKILLS

- Social Media Management
- Networking
- Graphic design
- Content Writing
- Traditional & digital marketing
- Communication

PERSONAL PROFILE

I am a highly motivated social media manager. I have proficient creative and marketing skills. Really good at communication and can handle client needs effectively.

WORK EXPERIENCE

May 2021 - Present

Crafttribee (Instagram Startup)

Social Media & Public Relations (PR)

Small business startup started back in July. Management of customers, social media posts, etc. Successfully completed 100+ orders and gained a lot of reach as well.

Dec 2021 - Jan 2022

The Jurni

Social Media & Public Relations (PR)

Managed groups of students from across India and was able to analyze the product well and market it via social media, indicating a methodical approach to marketing and effective social media marketing strategies.

Jun 2022 - Sep 2022

Social Nutcracker

Virtual Assistant and assistant manager

The primary responsibilities were calling customers weekly for feedback, talking to food bloggers/ influencers, and accountants, responding to reviews, data entry, and emailing data to CAs. I learned excellent communication skills.