

# DEEKSHA GUPTA

LUCKNOW  
UTTAR  
PRADESH

Tel 9044808469

Email deekshaguptalucknow@gmail.com

## PROFILE • ABOUT ME

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To work in a firm with a professional work driven environment where I can utilize my skills, knowledge to achieve the organization goals and to advance my career as well.

### SOFT SKILLS

- Time management
- Communication
- Adaptability
- Problem-solving
- Teamwork
- Creativity
- Leadership
- Interpersonal skills
- Work ethic
- Interpersonal skills

### TRAINING & CERTIFICATONS

- A LEVEL Course from UPTECH
- Video Editing Course from Arena Animation

### COMPUTER PROFICENCY

Word 2010  
Excel 2010  
Power Point 2010  
Tally 9  
Adobe Premiere pro  
Adobe Photoshop  
CSS  
JAVA  
HTML  
DIGITAL MARKETING  
WHITEBOARD ANIMATION  
WEBSITE DESIGNING  
EXPLIANER VIDEO

### LANGUAGES

Hindi  
English

## WORK EXPERIENCE

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### CUSTOMER CARE EXECUTIVE(Vodafone Karnataka)

JAN 2016 – JAN 2018

### CLOVIA PATNERSHIP PROGRAME CLOVIA

JAN 2018 - JAN 2019

### VIDEO EDITOR & Sales executive

JAN 2020 – JAN2023

A.K INFRA & REALITY DEVELOPERS

## EDUCATION

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**PGDBA, Business Administration, 2015**  
Symbiosis Centre For Distance Learning,  
Pune, Maharashtra

**B.com, Commerce, 2013**  
LUCKNOW UNIVERSITY

## PERSONAL DETAILS

Father's Name:	LATE Mr. SHAIENDRA KUMAR GUPTA	Marital Status:	Single
Birthday:	AUG, 1992	Nationality:	Indian
Gender:	FEMALE		

**Declaration**

I, DEEKSHA GUPTA, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

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