

# DIGVIJAY SINGH

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## Experience

**December 2022 – Ongoing**

**Content Writer Executive at EduGorilla Community Pvt. Ltd.**

Content Writing – Writing Blogs, Feature Articles, Instruction Articles for using a Feature, Simple Editing Work on Instructional Videos.

Copywriting – Writing Slogans, E-Mails, Speeches, Scripts, and other Promotional Materials

**July 2022 – November 2022**

**KPO Analyst at Virtusa Pvt. Ltd.**

Reviewing 'Ad Text', and 'Search Images' to Make Sure it meets the Client's Specifications.

**September 2021 – June 2022**

**Sub-Editor at Aglasem.com (through Parallax Digital Private Limited)**

Writing Blog Articles, Editing Articles from Freelancers, Assigning Work to Freelancers, Researching Exam Details, Dates, and other Details, Creating Charts for Exam Statistics.

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## **Education**

- **MBA (Finance & Control)** in 2020 from Lucknow University Completed
- **B.Tech (Mechanical Engineering)** in 2018 from Feroze Gandhi Institute of Technology (AKTU affiliated)
- Class XII (ISC Board) in 2012 from City Montessori School (CMS), Chowk
- Class X (ICSE Board) in 2010 from City Montessori School (CMS), Chowk

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## **Certifications**

- [Google Data Analytics Certificate from Coursera \(Case Study\)](#)
- SEO Training Certificate from Udemy
- Keyword Research Course from Semrush Academy
- O-Level Python Module Certificate (M3-R5)

## **SKILLSETS**

- **Google Suite & MS-Office:**

Experienced with MS Excel, Google Sheets, MS Word, Google Docs

- **Data Analytics Knowledge**

R, SQL Query ,Python, Tabaleu, MS Excel

- **Professional Content Writer**

Hands on Experience with MS Word, SEO Reserach, Wordpress Platform.

- **Experience in Copy Writing**

Written Ad-Copies for posting on Facebook, Twitter, Quora, Amazo

