

## MEENAKSHI GAKHAR

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☎ 8860566885

📍 Sudershan Park, Moti Nagar

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### Objective

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To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

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### Experience

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#### Web Click India

11-01-2016 -

Sr. Content Writer

Writing content on various subjects for Blog Posts, Articles, PR and Web Content as per client requirements.

Curating and creating front page one-click daily content for quick ranking.

Working with international and domestic clients in different arrays like healthcare, manufacturing products, fashion, travel etc. to enhance site traffic by 20 - 30%.

Handling social media to create pages and maintaining daily contents.

Keeping periodic checks on websites to renovate outdated contents.

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### Education

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2015

Delhi University (SOL)

B.Com

2020

IGNOU

M.Com

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### Skills

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Research and create seo-friendly content

Coordinating with SEO and designing team

Handling team of content writers

Training Interns

Managing Clients

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### Language

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English

Hindi

Punjabi

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### Interests

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Poem Writing

Badminton

Dancing

Listening Music

Traveling