

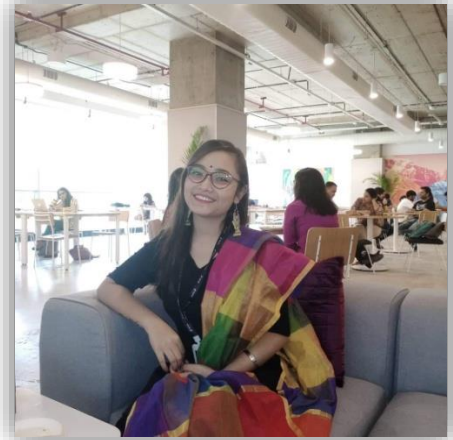
CURRICULAM VITA

NAME: Kiran Rana

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Location: India



Objective

I am dedicated and hard working profession aspiring for a successful career. Seeking for an opportunity in the field of communication to utilize skills for the growth of organization and upgrade my skills and knowledge in the communication sector.

Personal Profile

Experienced digital media specialist with a demonstrated history of working in the internet industry. Strong communication professional skilled in Content Operations/ Management/ Strategy, News, Editing, Analytics, Product Management, Social Media, Photography, Design, Video, Creatives,etc

Employment History

- One year ten month worked with Byte Dance as Hindi news content operation for Helo (15 April 2019- 15 nov 2020)
- One year and 6 month of experience in ETV Bharat as a news reader and content editor (8 Nov 2017 - 1 Mar 2019)
- One year experience in web news (news track) as an script writer (Indore) (10 Nov 2016 - 20 Oct 2017)
- Two years of experienced in Doordarshan (Bhopal) as a program anchor (18 Sep 2014 - 2 May 2016)

Key Skills

- Knowledge of Adobe Photoshop, CorelDraw.
- Knowledge of Adobe Video editing.
- Excellent communication skill.
- Knowledge of operating systems like Microsoft Word & Power poin.

Internship

- Worked with India news (Rajasthan)

Achievements

- Won 1st prize in Indian Heritage competition held by school
- Attended and won debates with channels
- India TV, Zee news and Rajya Sabha Tv

Strengths

- Good Team player
- Positive Thinker
- Hard worker.
- Ability to learn new skills.

Academic Qualification

- Completed Masters in Business Administration from Makhanlal Chaturvedi University. (2016)
- Graduated from Bachelor of Journalism and Mass Communication from Dream Valley College Gwalior. (2014)
- Passed XII from M.P Board. (2011)
- Passed X from M.P Board. (2009)

Extra-Curricular Activity

- Participated in seminars and workshops in school.
- Participated in debate, drama and speech competitions.
- Participated in 100m hurdles in school annual sports meet.

Known Language

- Hindi
- English
- Nepali

Hobbies

- Writing poems
- Newspaper reading.
- Clicking Pictures.
- Trekking.

Personal Details

- Date of Birth: 16/June/1994
- Address: 14BN, 24line, Q.20 Kampoo Lashker Gwalior