

EDUCATION

X (Secondary)

Year of Completion: 2014  
ICSE Board (St. Stephens School)  
Percentage: 71.50%

XII (Senior Secondary), Arts

Year of Completion: 2016  
CBSE Board (PML SD PUBLIC SCHOOL)  
Percentage: 77.00%

Bachelor of Arts (B.A.IT)  
(2016 - 2019)

GGDSD College Chandigarh  
Percentage: 68%

Certification, Graphics  
And Animation (2016 - 2017)

GGDSD College Chandigarh  
Percentage: 77% (Topped)

JOB

Kindlebit Solutions Pvt. Ltd.

Content Writer  
Chandigarh (June 2019 - Present)  
-Write technical & non-technical website content  
-Prepare social media posts, blogs, press releases, study material, & more

World Computer Solutions (WCS)

Content Writer  
Mohali (Jun 2018 - Jul 2018)  
-Curated website content, technical blogs and articles

World Famous Marketing

Content Writer  
Chandigarh  
(Feb 2017 - May 2017)  
-Curated blogs, articles, press releases, meta-sheets & website content. Also managed client social media handles

Pagalparrot -Content Writer  
Mohali (Apr 2016 - Jun 2016)

-Curated technical and non-technical website content  
-Wrote 400+ articles.

INTERNSHIPS

The Chipped

Content Writer  
Home-Based (Jan 2019 - Feb 2019)  
-Curated technology blogs with high level of SEO optimization and content marketing.

Nearbuy

Content Writer  
Home-Based (Mar 2018 - Jul 2018)  
-Came up with new blog ideas and implemented them for the purpose of sales and marketing.

Web Assets

Social Media Marketer  
Home-Based (Mar 2018 - May 2018)  
-Managed Social Media Handles (Facebook, Instagram, Twitter & LinkedIn) of the client and curated content for images and posts.

SME MaXX

Content Writer  
Home-Based  
(Oct 2017 - Dec 2017)  
-Prepared Search Engine Optimized Amazon Listings for toys and fashion jewelry products, and blogs in diverse niches for various clients.

The Lifestyle Journalist

SEO & SMM Executive  
Home-Based  
(Jun 2017 - Oct 2017)  
- Devised & implemented marketing strategies for company's social media handles (Facebook, Instagram & Twitter).  
-Optimized company's website for search engines.

ABHISHEK  
KATARIA

SKILLS

Advanced

- Content Writing
- Adobe Photoshop
- Photo Retouching
- Content Marketing
- Blogging
- Proofreading
- WordPress Classic
- WordPress Gutenberg
- Microsoft Office
- LibreOffice Writer

Intermediate

- Graphic Designing
- Search Engine Optimization
- Social Media Marketing
- Machine Learning
- LibreOffice Calc

Beginner

- Programming

Languages Known:

C  
C++  
Java  
Visual Basic  
HTML  
SQL  
CSS  
Javascript  
Python  
Pandas

IELTS Score  
(February 2019)

Overall: 8.0  
Listening: 8.0  
Reading: 8.5  
Writing: 7.0  
Speaking: 7.5

Work Samples

- **Portfolio:** [linktr.ee/abhishekkataria](https://linktr.ee/abhishekkataria)
- **Personal Blog:** [geekroll.wordpress.com](https://geekroll.wordpress.com)

Languages Known

- English - Read, write & speak
- Hindi - Read, write & speak
- French - Read, write & speak
- Punjabi - Speak only