

Hitesh Singla

Content Writer

Versatile Content Writer proficient in researching, writing and editing diverse content. Works with minimal input to produce engaging, authoritative and error-free work. Autonomous yet communicative with 1.5-year history of superior performance in remote environments.



Contact

Address

Ludhiana, Punjab, 141001

Phone

883 764 2802

E-mail

singlahitesh775@gmail.com

LinkedIn

www.linkedin.com/in/hitesh-singla-415482140



Skills

Report writing

Team management

MS Office

Relationship development

Creative writing

Proofreading

News writing

Unique content creation

Copywriting and editing

Process improvement



Work History

2018-09 -
2020-03

Research Executive

TCY Learning Solutions Pvt. Ltd., Ludhiana, Punjab

- Development, editing and enrichment of online/offline content
- Periodic revision/update of content
- Aiding in company's blog writing and other social media content visible to users
- Responsible for the content on company website
- Performed in-depth interviews with research subjects and compiled data and analyses into reports for review by group leader



Education

2014-07 -
2018-06

Bachelor of Engineering: Mechanical Engineering

UIET, Panjab University - Chandigarh



Hobbies

- Playing cricket and lawn tennis
- Playing video games (BR) online
- Singing and Dancing
- Reading and Writing



Languages

English ●●●●○

Hindi ●●●●○

Punjabi ●●●○○

Spanish ●●○○○