



# Pragya Raut

Communication Manager

## Profile

I have about 3 years of work experience in the marketing field. I have an intermediate understanding of different aspects of digital marketing as well i have handled and excelled at handling b2b clients while working for a marketing agency. I have worked on multiple projects and have succeeded in managing them in an organised manner.

## Employment History

### Digital marketing specialist at Phone pe, Bangalore

February 2020 — April 2021

Started working as a digital marketing executive under the supervision of a skilled manager and was part of ads and email marketing team too during the term of my employment.

### Communication and Account manager at Pinchforth, Boston

July 2021 — Present

My job is but not limited to-

- Effective communication within internal team.
- Handling multiple projects at a time.
- Convey client's vision to the internal team.
- Meet with the internal stakeholders to maintain fluidity in the tasks and build strategies to achieve optimum result.
- Meet with the clients for updates, check-ins and additional requirements (if there are any) and upselling our services when applicable.
- Handle budgets for each client which include estimation, negotiation and creation of the tasks.
- Act as a filter to review the work of internal team so the client can get the best possible outcomes.

### Technical support advisor at Concentrix (Apple), Bengaluru

November 2019 — February 2020

Worked part-time as a tech support advisor for Apple

## Education

### Matriculation , Bishop westcott girls school , Ranchi

March 2014

### 10+2, New Delhi public school, New Delhi

June 2016

### BA- (Journalism,English,Psychology), IFIM COLLEGE, Bengaluru

June 2018 — June 2021

## Details

Bengaluru

India

8529476338

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## Skills

Microsoft Excel

Ability to Work Under Pressure

Project Management

Leadership and Teamwork

Communication Skills

Google Suite

Google and Facebook ads

## Hobbies

Playing basketball, Doing regular workouts, Work on my personal podcast

## Languages

English

Hindi

## 🎓 Courses

Advance certification in digital marketing , MICA (Upgrad)

May 2022 — February 2023

## 👉 Extra-curricular activities

## 👥 Internships

Digital marketing intern at Appuseries

Team manager at The big mission social foundation

## 📄 References