



Bhumi Pandey

|CORPORATE COMMUNICATION|PUBLIC RELATIONS |SOCIAL MEDIA MANAGEMENT| VOICE OVER ARTIST | ANCHOR |

Contact

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Skills

- Proficient in managing social media platforms effectively.
- Strong understanding of SEO principles and content strategy.
- Basic knowledge of Adobe Creative Suite, including InDesign and Photoshop.
- Proficient in Microsoft Office Suite, particularly PowerPoint.
- An aesthetic understanding and approach of creating, editing, and posting content on social media.

Languages

- English
- Hindi

Work experience

- Created and scheduled social media content across platforms, resulting in increased engagement and follower growth.
- Assisted in drafting press releases, media advisories, and blog posts for the university newspaper.
- Edited social media content for Suno Sharda 90.8 FM.
- Created aesthetic posters, invitations, and press releases using Canva for advertisement classes.

Education

2023-2026 Sharda University

Bachelor of journalism and mass communication

2023 Sophia . Sr . Sec . School Ajmer

Objective

Motivated and dynamic journalism and mass communication student with a passion for corporate communication, public relations, and social media management. Skilled in content creation, audience engagement, and brand building across digital platforms. Seeking an internship or entry-level opportunity where I can leverage my communication skills, creative mindset, and understanding of media strategies to contribute to organizational growth while advancing my professional development.